

	<b>Title: Appointment and Promotion Criteria for Lecturers</b>	Review Frequency: Two Years	<b>Effective Date:</b> 4/15/2013
	<b>Document Category / Document Type Policy</b>	Doc Control #	CON-305
		Revision #	1

1. Purpose/Objectives.
  - 1.1. This document outlines appointment and promotion structure for faculty hired as Lecturers.
2. Scope.
  - 2.1. This policy applies to lecturer faculty at the College of Nursing (CON).
3. Content.
  - 3.1. Appointment:
    - 3.1.1. Faculty who are hired as a Lecturer are appointed to the position of Lecturer I, II, or III.
    - 3.1.2. These appointments are for professionals with appropriate academic qualifications, who are demonstrably competent in the relevant areas of their disciplines. There is no movement among numerical positions; promotion occurs within the position into which an individual is hired.
    - 3.1.3. Lecturer categories are identified in the UNM Faculty Handbook.
  - 3.2. Promotion:
    - 3.2.1. While not eligible for tenure, lecturers in each numerical class have the opportunity to be reviewed for promotion to Senior Lecturer and Principal Lecturer after defined terms of service.
    - 3.2.2. The primary role of the Lecturer is teaching, although a record of professional service and progressive applied scholarship is required for promotion into advanced ranks at the College of Nursing.
    - 3.2.3. Lecturers who are eligible for promotion will prepare a dossier that reflects attainment of advancement in the areas of scholarly teaching, service, and/or scholarly practice reflective of the work assignment. The dossier will be reviewed by senior faculty using the criteria listed sections for the Senior Lecturer or the Principal Lecturer.
  - 3.3. Senior Lecturer
    - 3.3.1. The Lecturer is eligible for promotion to the rank of Senior Lecturer after five years in rank of Lecturer I, II, or III. The dossier should reflect an overall record of progressive teaching effectiveness, leadership in clinical and classroom teaching, and collaboration contributing to the teaching mission of the College, as well as a record of active participation and collaboration in institutional and professional service and scholarship to the institution or community. The dossier should provide evidence for each of the following areas:
      - 3.3.1.1. Demonstrates growth of competence in teaching, using innovative teaching strategies and integrating evidence into teaching content and strategies.
      - 3.3.1.2. Effectively organizes, teaches and administers courses within the CON.
      - 3.3.1.3. Consistently and actively participates in curriculum development, revision, and evaluation.
      - 3.3.1.4. Contributes to an environment that promotes student engagement and enhances student learning.
      - 3.3.1.5. Demonstrates teaching effectiveness from self, peer, and student perspectives utilizing a variety of assessment methods.
      - 3.3.1.6. Demonstrates application of evidence in teaching and clinical practice. Examples might include:
        - 3.3.1.6.1. Uses evidence-based guidelines as basis for teaching and/or practice
        - 3.3.1.6.2. Applies sound evaluation strategies to assess teaching effectiveness or practice outcomes

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- 3.3.1.7. Regularly participates in self-development activities related to teaching and scholarship. Examples might include:
    - 3.3.1.7.1. Attending conferences, meetings, workshops
    - 3.3.1.7.2. Participation in journal clubs
    - 3.3.1.7.3. Completion of academic course or progression in academic degree
  - 3.3.1.8. Participates in scholarly projects individually or as a member of a project team. Examples might include:
    - 3.3.1.8.1. Grant contributions or full submissions for teaching, research, or practice projects
    - 3.3.1.8.2. Implementation of defined education, practice, or research project
    - 3.3.1.8.3. Evaluation of a practice or educational change
  - 3.3.1.9. Participates as an individual or team member in the dissemination of scholarly work. Examples might include:
    - 3.3.1.9.1. Professional presentations at local, state, or national meeting or conference
    - 3.3.1.9.2. Author or contributor toward a book chapter, journal articles, blogs, instructor resource materials, etc.
  - 3.3.1.10. A record of active participation and collaboration in institutional and professional service to the institution or community. Examples might include:
    - 3.3.1.10.1. Active participation in College, Health Science Center, or University committees, task forces, work groups, etc.
    - 3.3.1.10.2. Active participation in professional organizations, nonprofit organizations, etc. as a member or officer at local, national, or international levels.
    - 3.3.1.10.3. Active participation in community health improvement activities or projects.
- 3.3.2. Principal Lecturer
- 3.3.2.1. The Senior Lecturer is eligible for promotion to the rank of Principal Lecturer after 11 years of continuous service at the rank of Lecturer and Senior Lecturer. The dossier should reflect an overall record of progressive achievement in teaching effectiveness, collaboration and substantial contribution to the teaching mission of the College, as well as leadership in institutional and professional service, and applied scholarship. The dossier should provide evidence for each of the following areas:
    - 3.3.2.1.1. Demonstrates teaching mastery using pedagogical or curricular innovations and integration of evidence into teaching content and strategies.
    - 3.3.2.1.2. Demonstrates progressive leadership by coordinating courses and/or program elements.
    - 3.3.2.1.3. Actively leads curriculum development, revision, and/or program evaluation efforts to align with current trends and national standards.
    - 3.3.2.1.4. Promotes and supports the teaching mission and a climate of collegial cooperation and mentorship.
    - 3.3.2.1.5. Consistently demonstrates outstanding teaching effectiveness through self-assessment, formal assessment of new strategies implemented, peer and student assessment.
    - 3.3.2.1.6. Demonstrates progressive expertise in an area of applied scholarship. Examples might include:
      - 3.3.2.1.6.1. Serve as a consultant for education, practice, or research projects or initiatives
      - 3.3.2.1.6.2. Lead workshops or other educational activities related to content expertise
      - 3.3.2.1.6.3. Invitation as speaker or peer reviewer in area of content expertise
    - 3.3.2.1.7. Consistently leads and/or collaborates in scholarly projects. Examples might include:
      - 3.3.2.1.7.1. Submission of a grant for intramural or external funding
      - 3.3.2.1.7.2. Development or participation in development and evaluation of innovative teaching or practice change initiatives

- 3.3.2.1.7.3. Participation in expert panel for development of practice guidelines
- 3.3.2.1.7.4. Leadership or participation in quality improvement for teaching or practice
- 3.3.2.1.8. Dissemination of scholarly work. Examples might include:
  - 3.3.2.1.8.1. Professional presentations at local, state, or national meeting/conference
  - 3.3.2.1.8.2. First author or coauthor of book, book chapter, journal articles, blogs, test banks, instructor resource materials, etc.
- 3.3.2.1.9. A record of leadership in institutional and professional service. Examples might include:
  - 3.3.2.1.9.1. Assumes leadership roles in College, Health Science Center, or University committees, task forces, work groups, etc.
  - 3.3.2.1.9.2. Assumes leadership roles in professional organizations, nonprofit organizations, etc. as a member or officer at local, national, or international levels.
  - 3.3.2.1.9.3. Assumes leadership roles in community health improvement activities or projects.

4. Responsibilities.

<b>RESPONSIBILITIES</b>	
<b>Position/Title/Group</b>	<b>Requirements/Expectations/Duties</b>
CON Faculty	Responsible for adherence to this policy

5. Records Applicability/Retention

5.1. "Documentation related to this policy will be maintained in accordance with UNM Administrative Policies and Procedures, UAPPM Policy 6020, and applicable requirements of the New Mexico Public Records Act, N.M.S.A § 14-3-1 et. seq."

6. External Reference(s).

6.1. None

7. Internal Reference(s).

- 7.1. UNM Faculty Handbook: <https://handbook.unm.edu/>
- 7.2. UNM UAPPM Policy 6020: <https://policy.unm.edu/university-policies/6000/6020.html>

8. Definitions.

8.1.

9. Key Words.

9.1. Appointment, promotion, lecturers

10. Attachments.

10.1. None

11. Approval Authority.

<b>APPROVAL and Information</b>			
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12. Document History.

<b>HISTORY LOG</b>				
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<b>3/24/20</b>	<b>2</b>	<b>Appointment and Promotion Criteria for Lecturers</b>	<b>Transferred CON Policy from word document to revised HSC policy template to #CON-301. No changes to original content.</b>	