

AY18-24-F

Faculty Senate Issue Log Form

Date-Submitted: March 15, 2019

Title-of-Issue: Conversion of lecturer to clinical track position

Description: Here is the paragraph in the policy that describes the required elements of the dean's letter:

"Prior to moving an application for conversion forward, the dean will confirm that the candidate meets all the qualifications for the requested position and provide the following information in his/her recommendation: (i) demonstrated need for a clinical faculty in the department/school, (ii) justification for conversion, (iii) a statement that the applicant has been informed that if his/her application is successful he/she must remain in rank for at least four years before being considered for another promotion, and (iv) an acknowledgment that approval of the conversion request does not mean that the department/school or college will receive an additional lecturer position as a replacement for the converted position."

It is confusing that this paragraph appears early in the part of the policy that describes the approval process, well before the section that refers to the dean's contribution of a letter to the process. Some have suggested that this makes it appear as if the dean has to stipulate to all of the required elements before the approval process begins; that is, well before s/he submits a letter of recommendation following positive recommendations from the department/school promotion and tenure committee, the department/school chair and the college promotion and tenure committee.

What is actually the case is that in practice, there is one recommendation written by the dean, following positive recommendations from the department/school promotion and tenure committee, the department/school chair and the college promotion and tenure committee. The recommendation submitted by the dean at that point includes the required elements listed in the policy as identified above.

Rationale: Requesting greater clarity in the policy regarding when the dean's recommendation should be submitted to the process and what it should include.

Name: Kate Hawkins

Department: Vice Provost for Faculty Affairs and Strategic Initiatives

Date: March 15, 2019

Signature: Katherine Hawkins

Submission Date and Time: Friday March 15th, 2019. 11:30:21 AM