

Fact Sheet on Term Lecturer Positions in College of Arts and Sciences

prepared by the College of Arts and Sciences Dean's Office
November 25, 2006

The purpose of this "Fact Sheet" is to provide basic information about term lecturer positions in the College and to contribute to on-going discussions about faculty resources across the University.

What types of term lecturers are hired in the College?

Quarterly part-time, fixed term and renewable term academic year lecturers are part of the faculty of the College. Quarterly part-time faculty are appointed each quarter to teach no more than two courses in a quarter and no more than a total of four courses in an academic year. Fixed term lecturers are appointed annually and can have course loads of nine (full-time, 100% FTE), eight, seven, six, or five courses. For the past ten years, academic year lecturers in the College have been fixed term with, typically, one to three year terms. Currently, the College is moving toward a faculty model where fixed term lecturer positions primarily serve as leave, phased-retirement, reduced load, and course release replacements for regular faculty and senior lecturers. Occasionally, a fixed term lecturer position may be authorized due to unplanned vacancies or to address temporary enrollment fluctuations. In the fall of 2006, the College began to introduce renewable term lecturer positions to meet persistent programmatic need for faculty. Persistent programmatic need is established by a thorough review of course sections regularly taught by non-continuing faculty that are *not* the result of leaves (sabbatical, medical, personal, etc.), phased retirements, reduced loads, or course releases (administrative, etc.) associated with regular faculty and senior lecturers. The new renewable term lecturers are appointed annually and have a seven course load (full-time, 100% FTE) unless there is a programmatic need for only a five or six course load.

What is the current composition of the College faculty?

Currently, the College has 186.5 regular faculty and 21 senior lecturers in 22 departments and programs. The number of course section equivalents offered in 2006-07 will be approximately 1800 depending on enrollment fluctuations and course cancellations. In 2006-07, the College has 93 term lecturers (640 sections, 36%) with 6 lecturers at five courses, 17 at six courses, 58 at seven courses, 6 at eight courses and 6 at nine courses. Of the term lecturers, 9 of the 58 seven-course lecturers are renewable term lecturers. An additional 35 lecturers (63 sections; 0.4%) have special appointments of less than 5 courses including 26 private instructors in music and musical theatre. Each quarter in 2006-07, the College anticipates hiring approximately 53 quarterly part-time lecturers to teach a projected 62 sections (estimated 186 sections for the academic year; 10%).

When and how did renewable term lecturer positions develop in the College?

The initial request for renewable term lecturer positions came from the Department of English in the spring of 2005. The College initiated discussions of faculty composition with the department chairs in the fall of 2005 and is continuing these discussions. The Department of English continued to request renewable term positions throughout the 2005-06 academic year. The College

obtained authorization from the Provost for a pilot renewable term lecturer implementation plan in April 2006.

What are the term lecturer salaries in the College?

The University and the College have made a commitment to providing fair and competitive salaries for term lecturers. For 2006-07, there was a 10% increase in the quarterly part-time lecturer salary scale (from \$4,500 to \$5,000 per course) and a 5% to 7% increase in the 2006-07 fixed term academic year lecturer salary scale. For 2006-07, the average course load for fixed and renewable term lecturers is 6.9 with a maximum of 9 courses per year. The 2006-07 average salary for 5-9 course fixed and renewable term lecturers is \$45,200. The seven course salaries in all disciplines for 2005-06 ranged from \$40,075 to \$45,676 and in 2006-07 ranged from \$42,900 to \$48,900.

The average course load for the nine faculty in the renewable term positions for 2006-07 academic year is 7.0 and the average salary is \$50,800; an average increase of over 10% from their 2005-06 academic year salaries. The recently approved 2006-07 hiring range for renewable term lecturers is \$48,200 - \$51,000. For 2006-07, the hiring range for new assistant professors in the humanities was \$52,000 to \$59,000 with an average of \$56,300. The starting salaries for senior lecturers typically range from \$56,000 to \$60,000 with a three-year average of \$59,000.

What are lecturer salaries at other institutions?

American Association of University Professors (AAUP) data¹ for average 2005-06 salaries for Master's Universities by rank for all types of institutions were reported as: Professor (\$88,322), Associate (\$63,422), Assistant (\$53,014), Instructor (\$40,284) and Lecturer (\$43,573). For church-related institutions, the average salaries were reported as: Professor (\$78,379), Associate (\$62,208), Assistant (\$51,411), Instructor (\$41,602) and Lecturer (\$45,632). Assuming a 3.5% increase to estimate 2006-07 salaries, the projected overall average for lecturer salaries in 2006-07 would be \$45,100 for Master's Universities. For church-related universities, the projected average salaries would be \$47,200.

The University of California academic year (9 month) lecturer with potential security of employment and lecturer with security of employment salary range is \$42,552 - \$114,924.² The average salary for all lecturers at UC-Santa Cruz in 2004 was \$53,900 (9-10 mo.; 51 faculty) and at UC-Berkeley was \$55,300 (9-10 mo.; 108 faculty).³

The California State University system 2006-07 salary range for lecturers is \$31,900 - \$97,800.⁴ The CSU average salary for lecturers was \$52,078 (fall 2004; 1,670 lecturers) and \$54,007 (fall 2005; 1,470 lecturers).⁵

How was the number of renewable term lecturer positions determined in the College?

In consultation with the Provost's Office, the College identified areas where there was a persistent programmatic need for faculty. Persistent programmatic need was established by a thorough review of course sections regularly taught by non-continuing faculty that are not the result of leaves (sabbatical, medical, personal, etc.), phased retirements, reduced loads, or course releases (administrative, etc.) associated with regular faculty and senior lecturers. Using this criterion, forty-two possible positions were identified in the College including twelve in English.

What are the University policies regarding renewable term lecturer positions?

The implementation of renewable term lecturer positions in the College is a pilot project. The College developed *Guidelines for Renewable Term Lecturer Recruitment and Appointment* as part of the College Protocols. Beyond the College *Guidelines*, there are no University policies on renewable term positions.⁶ The *Faculty Handbook* has not been modified to include renewable term lecturer positions. Revisions to the *Faculty Handbook* would need to move through the appropriate policy processes including the approval of the Faculty Senate and the Board of Trustees.

What are the responsibilities of renewable term lecturers?

Faculty with renewable term appointments are expected to be engaged members of the Santa Clara community. The full-time teaching load was set at seven courses to promote such engagement and allow for professional activity (the full-time teaching load for fixed term lecturers without an expectation of professional activity is nine courses). As described in the College *Guidelines for Renewable Term Lecturer Recruitment and Appointment*, all renewable term lecturers are required to perform specific functions related to teaching, professional activity, and service and will be evaluated in those areas.⁷

Is scholarship expected of renewable term lecturers?

Scholarship is not required for renewable term lecturers. However, professional activity should be maintained, including attending professional conferences, presentations at professional conferences, or occasional publications related to the discipline and/or pedagogy. The decision to include professional activity expectations was based on 1) the desire to include elements of the teaching-scholar model in the renewable term lecturer positions, and 2) a response to recent lecturer concerns that professional activity was excluded from evaluations in the past.

Are funds provided to support professional activity for renewable term lecturers?

Renewable term lecturers are eligible for an *annual* \$500 professional development grant from the College. In the College, new assistant professors starting tenure-track positions in fall of 2006 were granted \$3,000 of professional development funds to be spent over the six year probationary period (the equivalent of \$500 per year). Departmental discretionary budgets also include an allocation for term lecturer support.

Is the service expectation for renewable term lecturers a new responsibility?

Many departments in the College have routinely required fixed term lecturers to be engaged in service in addition to standard teaching responsibilities (teaching duties include advising). Job postings have included service expectations at the time of hire. Lecturer evaluations have included a review of service contributions as well as teaching. An appointment to senior lecturer requires a record of outstanding service.

How are term lecturers evaluated in the College?

Consistent with the *Faculty Handbook*, each department chair is responsible for the departmental evaluation process and evaluation letters. In the College, the lecturer evaluation process and evaluation letters are reviewed by an associate dean. According to current College *Guidelines*, all renewable term lecturers must be evaluated in writing annually *during the first six years*. The annual evaluation is conducted each fall. After six years and a second decision to renew the position, renewable term lecturers will be evaluated on three year cycles with a decision to renew or not every six years.

A merit raise system based on overall evaluations will be used for renewable term lecturers. The weightings used to determine the overall numeric evaluation for renewable term lecturers is teaching (70%), professional activity (15%), and service (15%).

Fixed term lecturers on two-year terms are evaluated in the first year. One-year, fixed term lecturers and quarterly part-time lecturers are not formally evaluated. Evaluations of fixed term lecturers focus on teaching and include service as appropriate. Since a merit raise system is not used to set fixed term and quarterly salary scales, a numeric weighting scheme has not been established.

The evaluation of teaching typically includes a review of numeric and narrative course evaluations, course syllabi, peer visits and reports, number of advises and effectiveness of advising, evidence of student learning from departmental assessment tools such as exit survey responses, and evidence of curriculum innovation, development, and leadership. The evaluation of professional activity would involve a consideration of conference attendance and presentations, occasional publications, and other professional activities. An evaluation of service focuses on a review of department, College, University and professional service that might include regular attendance and constructive participation at faculty meetings or other appropriate department gatherings; various types of committee service; participation in student recruitment and retention activities as deemed appropriate by the department chair or department culture; participation in professional organizations and activities; and community service by virtue of their professional expertise and association with the University.

¹ AAUP Faculty Salary Survey Table 4, *Academe*, March-April 2006 available at: <http://www.aaup.org/NR/rdonlyres/E2C31804-F54C-4227-9CF1-5ECF7AA62859/0/alltabs.pdf>.

² University of California, Academic Salary Scales, October 1, 2006 available at http://www2.ucsc.edu/alhr/comp_benefits/salary/scales-crnt.pdf.

³ <http://www.ucop.edu/ucophone/uwnews/stat/ipeds/salaries/oct2004/sc.pdf>

⁴ Office of the Chancellor, California State University System available at

<http://www.calstate.edu/HRA/dm/SalarySchedule/Salary.aspx>.

⁵ <http://www.calstate.edu/HR/Fall2004CSUProfiles.pdf> and <http://www.calstate.edu/HR/Fall2005CSUProfiles.pdf>

⁶ *Faculty Personnel Policies and Procedures Manual* available at: <http://www.scu.edu/provost/policies/procedures.cfm>

⁷ College Protocols, Policies and Procedures available at <http://www.scu.edu/cas/dean/faculty-and-staff-resources.cfm>.