

University Procedures for Reappointment of Lecturers

General Criteria for Reappointment

A candidate will be considered for reappointment in the same department given the following criteria:

1. There is departmental need and resources are available for a fixed-term appointment.
2. The candidate has demonstrated subject-area expertise in the area of need.
3. The candidate's performance has been positively evaluated.

If there are more Lecturers eligible for reappointment than available positions, there is no requirement to reappoint the senior candidate. In this situation, the department chair will review the performance of all eligible faculty who indicate interest and make the hiring recommendation(s).

General Procedures and Target Dates

January 2025	The Provost's Office will provide each dean with a list of Lecturers in their school.
January - February 19, 2025	Department chairs and deans will assess departmental subject area short-term need and funding availability to determine if the department has a need and the school has the resources necessary for the candidate(s) under reappointment consideration. Department chairs are responsible for evaluating or observing the performance of candidates under reappointment consideration.
March 3, 2025	Where need and funding are confirmed, the deans will consult with department chairs to complete reappointment recommendations for candidates considering factors such as overall performance, especially superior teaching abilities. The deans will then consult with the Provost to finalize reappointment decisions including the term of reappointment.
March 28, 2025	Deans notify chairs and candidates of reappointment status. If a reappointment is not approved, then the notification includes the criteria that were not met (need/resources, subject-area expertise, performance). The Deans send to the Provost's Office a list of candidates, indicating whether they have or have not been reappointed or if a decision has not yet been made. For those candidates who are not reappointed, the list should indicate the reasons shared with the candidate about the criteria that were not met. The Provost's Office is responsible for conveying the list to the Union.