

University Procedures for Reappointment of Academic Year Adjunct Lecturer

This process originated as a Faculty Senate Council Resolution in February 2018. After carefully considering options consistent with the current Faculty Handbook, the Faculty Affairs Committee drafted a description of a new Academic Year Adjunct Lecturer (AYAL) reappointment process to address job security, stability, and continuity, and to help reduce the need for an onerous search process. Faculty Affairs Committee recommended a reappointment description to the Provost and the Provost accepted the recommendation on June 7, 2018. These University Procedures were drafted for AYAL reappointment consistent with the recommended description and reviewed in Fall 2018 by the Faculty Affairs Committee, Lecturer Best Practices Task Force, and the Committee on Lecturers and Adjuncts. In October 2018, all faculty members were invited to comment on the procedures. The Faculty Affairs Committee was the last locus of dialog on November 29, 2018. These procedures were adopted on December 1, 2018.

General Criteria for Reappointment

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

1. The candidate has had a fixed-term academic year appointment for three consecutive years in the same department.
2. The candidate's performance has been positively evaluated.
3. There is a departmental need and resources are available for a fixed-term appointment.
4. The candidate has demonstrated subject area expertise in the area of need.

General Procedures and Target Dates

January 2021	The Provost's Office provides each dean with a list of AYALs and the number of years of consecutive appointments. A faculty member who has been appointed for the past three consecutive years will be considered for reappointment.
Jan - Feb 18, 2021	Deans review with department chairs the list of candidates in their department eligible for reappointment. 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 the performance of candidates under reappointment consideration.
March 3, 2021	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, and years of service at the university. The deans will then consult with the Provost to finalize reappointment decisions including the term of reappointment.
March 31, 2021	Deans notify chairs and candidates of reappointment status. If a reappointment is not approved, then the notification includes the criteria that were not met.