

March 21, 2013

To: JW Harrington, Vice Chancellor, Academic Affairs

From: Faculty Assembly Executive Council

The document presents our recommendations around future and existing full-time lecturers in job class codes 0179 (“competitive”) and 0115 (“noncompetitive”). Some of the principles expressed could easily pertain to part-time lecturers as well, and it is our intention that where relevant, the spirit of the recommendations extend to them as well.

### **CHARGE**

UWT, along with both UWB and UWS, has been charged by Provost Ana Mari Cauce to make recommendations about the hiring practices surrounding these two job categories (0179 and 0115) by the end of the Winter quarter. Faculty Affairs’ ad hoc Committee on Lecturer Affairs worked with you to develop these recommendations; these were approved first by Faculty Affairs and today by Executive Council.

We identified the need to make recommendations on the following five issues:

1. The criteria for new lecturer hires (both 0179 and 0115).
2. The criteria for meeting the definition of a competitive (or "open") search leading to a competitive lecturer hire (0179).
3. The criteria and process by which noncompetitively-hired *lecturers* (classified as 0115) can be considered for conversion to a competitive lecturer line (0179) by being granted a search waiver.
4. The criteria and process by which existing noncompetitive (0115) lecturer *lines* are converted into competitive lecture lines via a "competitive" or "open" search (as defined in #2 above).
5. The criteria for when any future noncompetitive lecturer line is converted into a competitive line.

### **RATIONALE**

The primary reason for these sets of recommendations is to ensure that students have the best faculty possible, given budget constraints, and that university practices and policies are aligned with these objectives. According to our mission statement, UWT:

- *commits to excellence in teaching, scholarship, research and service;*
- *encourages student-faculty-staff interaction and a reciprocal exchange of knowledge;*
- *provides an environment where students can succeed*

## RECOMMENDATIONS

With respect to the five issues identified above, we make the following recommendations:

### **1. Criteria for new lecturer hires (both 0179 and 0115).**

We endorse JW Harrington's "Suggested guidelines for faculty recruitment by title," of March 5, 2013. We request that his proposal also state:

- a. That future 0115 hires be as transparent and consistent as possible.
- b. That future "noncompetitive hires" (full-time and part-time) be advertised widely (such as posted on the UW AHR website) to the extent possible given time constraints associated with noncompetitive hires.
- c. That changes to the UW AHR language should be made regarding language that currently allows noncompetitive lecturers to be renewed "indefinitely." Instead we recommend that the language indicate a maximum of (for example) three years (two renewals) unless there are extenuating circumstances. The allowance for lecturers (0115) to be eligible for emeritus status should likewise be removed.
- d. That all hires should reflect UW's value in creating a diverse faculty. See <http://www.washington.edu/faculty/facsen/issues.html>

### **2. Criteria for meeting a clear definition of a competitive (or "open") search leading to a competitive hire (0179).**

At a minimum:

- a. Electronic or print posting in a nationally-recognized outlet and on the AHR website for a minimum of 30 days.
- b. Applicants provide three letters of recommendation, demonstrate evidence of teaching effectiveness and potential, and provide a cover letter.
- c. A search committee interviews (via Skype, telephone, or in person) at least three candidates.
- d. Interviews may include a teaching demonstration in person or posted on the web for viewing, as determined by the hiring committee
- e. The interview committee provides a written evaluation of the candidates, a description of the process, and states their recommendation. Units then follow their internal voting procedures.

These criteria are similar to a tenure-track search for which standards are set.

(See, for example,

[http://www.washington.edu/admin/acadpers/tools/ad\\_guide\\_rev060112.pdf](http://www.washington.edu/admin/acadpers/tools/ad_guide_rev060112.pdf),

<http://www.tacoma.uw.edu/administrative-services/human-resources/forms>,

[http://www.tacoma.uw.edu/sites/default/files/global/documents/ias/general\\_docs/ias\\_search\\_committee\\_guidelines.pdf](http://www.tacoma.uw.edu/sites/default/files/global/documents/ias/general_docs/ias_search_committee_guidelines.pdf) and the Faculty Code, Section 24-52 (section 24-34 B addresses lecturers specifically).

3. **Criteria and process by which *existing* noncompetitively-hired full-time *lecturers* (currently classified as 0115) can be considered for conversion to a competitive lecturer line (0179) by being granted a search waiver. (NOTE: This criterion applies to all 0115 lecturers hired before the rules in #1 and #2 above become effective.)**
  - a. **Criteria:**
    - i. At least 5 years of service to UWT
    - ii. Excellent teaching record
    - iii. Good service record
  - b. **Process:**
    - i. 0115 Lecturer initiates request to his/her concentration/major faculty
    - ii. Committee of 3 higher-ranked faculty members (2 or more in candidate's area) writes up a recommendation.
    - iii. Vote by faculty of higher rank.
    - iv. Director's or Dean's recommendation
    - v. Appointment, Promotion and Tenure committee reviews
    - vi. Goes to Chancellor for approval.
  
4. **Criteria and process by which *existing* noncompetitive (0115) full-time lecturer *lines* may be converted into competitive lecture lines via a "competitive" or "open" search.**
  - a. **Criteria:**
    - i. A noncompetitive line has been filled consecutively (with same person or not) for three years or more.
    - ii. There is ongoing demand for that position
    - iii. Relevant faculty request a competitive search to their department faculty
    - iv. Vote by faculty as determined by unit.
    - v. Dean or director recommends search
  - b. **Process:**
    - i. Follow at least the minimum criteria for an open or competitive search.
  
5. **Criteria for when any future noncompetitive lecturer lines are converted into competitive lines.**
  - a. As noted above in #1, if AHR rules are changed such that a 0115 hire cannot be renewed more than twice (except under extenuating circumstances), this is a non-issue.
  - b. After three consecutive years, the line *must* be either converted to a competitive hire, to a tenure track hire, or eliminated.
  - c. Going forward, there will be no (or at least very few) "waivers" granted to candidates hired on a 0115 line. Rather, conversions will only be made to *lines* and not to *people*.