

POLICY ON PROMOTION FROM INSTRUCTOR TO ASSISTANT PROFESSOR FOR CURRENT FACULTY

1. A faculty member employed at the rank of instructor prior to the Fall Semester 2002, and without stipulations to the contrary in the contract, is expected to teach and pursue professional development opportunities that enhance instructional effectiveness and to participate in department service activities, but generally does not have research/scholarship/creative activity expectations. Such a person may be eligible for promotion to assistant professor (and hence placement on the tenure track) under the following conditions:

For an instructor who has been employed at Lamar University in a continuous, full time position for at least five academic years, earns – with chair, dean, and EVPAA approval of the appropriateness of the degree to department and college missions – the terminal degree, possesses credentials appropriate for a tenure track, entry level appointment in the discipline, and the dean has determined a present need in the department and in the college for such a position, the following process may be followed for promotion to the rank of assistant professor. (Note: Alternatively, the faculty member may opt to apply for promotion via the normal peer review process as outlined in the *Faculty Handbook*, Chapter II, Sections 9-11.)

A. The faculty member must have official documentation of completion of the approved terminal degree before the process can be initiated.

B. The faculty member must apply for promotion in the normal fashion as outlined in the *Faculty Handbook* and university Form F2.09 (with the exceptions that follow), constructing a dossier and submitting it for consideration to the departmental tenured faculty, department chair, college promotion committee, dean, and EVPAA. The department faculty must recommend the promotion by majority vote, and the chair and dean must each provide the EVPAA with a written evaluation and recommendation.

C. This process may take place at any time during the academic year, but the promotion will be effective only at the beginning of the Fall or Spring Semester following formal recommendation by the EVPAA and the President, and approval by the Board of Regents.

D. The salary for a faculty member promoted to the rank of assistant professor under this policy will be set at the same level as that for a new tenure track, assistant professor hire in the discipline or subdiscipline (as appropriate) in the department. If credit for prior service toward tenure and promotion is requested, it must be approved by the chair, dean, and EVPAA, and the date for tenure review included in all subsequent contracts.

2. This policy applies only to faculty hired as instructors prior to the Fall Semester, 2002. Beginning with the Fall Semester, 2002, faculty hired at the rank of instructor who choose to pursue an appropriate (as agreed upon by the faculty member, chair, dean, and EVPAA) terminal degree and, upon completion of that degree, seek promotion to the rank of assistant professor (and placed on the tenure track) shall participate in the normal peer review and evaluation process as described in the *Faculty Handbook* (Chapter II, Sections 9-11). Approval to count any of the time spent in the rank of instructor as prior service toward tenure must be approved by the chair, dean, and EVPAA prior to initiation of the promotion process.