



# Instructor, Lecturer, Senior Lecturer Promotion Guidelines

## Preamble

The following guidelines set specific standards for the tenure track faculty member in the promotion process. Although intended to provide a framework of the standards for the promotion process, meeting the standards does not guarantee that a faculty member will be promoted. These guidelines do not create any contractually binding obligations for The University of Southern Mississippi. Information set out in these guidelines does not replace, amend, or abridge policies of the Mississippi Board of Trustees of State Institutions of Higher Learning.

The Department of Psychology abides by the promotion calendar published annually by the Provost's Office. Therefore, dossiers submitted to CAC after the published date for promotion will not be considered in that academic year. In addition, dossiers submitted to CAC without appropriate documentation as described in this document will not be considered for promotion in that academic year.

Any dossier submitted for review must include any previous application(s) and/or communication(s) regarding promotion including annual evaluation reviews. Information may include, but not be limited to, previous decisions or if an applicant has been granted an extension. All relevant documents will be considered in promotion decisions.

## Department of Psychology Promotion Guidelines for Instructor/ Lecturer

(Instructor    ~~A~~Lecturer    ~~A~~Senior Lecturer )

In the Department of Psychology, Instructors/ Lecturers at any rank have the primary responsibility of instruction at the undergraduate and/or graduate level. (Note: faculty at any rank must be approved for Graduate Faculty Status in order to teach graduate level classes.) Instruction may include clinical supervision. Consistent with the expectations detailed in the Faculty Handbook, Instructors/ Lecturers at any rank will not hold the terminal degree in their discipline. Instructors and Lecturers will be expected to demonstrate excellence in teaching and make substantial contributions to service.

## Teaching

The Department of Psychology recognizes that the transmission of knowledge is one of the primary missions of the university. All non-tenure track, teaching faculty members seeking promotion are expected to have demonstrated excellence in teaching which should include formal classroom instruction, advising and mentoring of students, and perhaps can include clinical supervision (if applicable)

The expectation for promotion is that the applicant provide evidence of a pattern of exceptional teaching to include such indicators as: peer observations of teaching w

## Collegiality

In considering an applicant for promotion, the promotion committee will not only consider those same criteria required for promotion in rank but will also consider the individual's collegiality. While it is sometimes difficult to assess collegiality, those reviewing the applications for promotion will look for evidence that the candidate demonstrates a continuing pattern of working well with others and being respectful of students and the unit's common purpose. Collegiality implies active participation within the unit and a willingness to work with colleagues in a collaborative and cooperative manner while respecting their academic freedom. Collegiality does not mandate unanimity but does demand loyalty to the institution and civil treatment of colleagues (Hall, 2005). The expectation for collegiality applies equally to all members of an academic unit, tenured and ,s3( at3Tc

- Violations of academic integrity (e.g., misrepresentation of productivity)
- Academic bullying
- Repeated incivility