

Longwood University Faculty Senate
**PROPOSAL/POLICY COVER
SHEET**

This cover sheet is intended to provide information to members of the Faculty Senate about a new proposal/policy or about revisions to an existing proposal/policy. **If you are proposing a new policy, then attach the text of the policy to this form. If you are proposing a change to an existing policy, then attach the text of the current policy with any deleted language marked by a strikethrough and with new language marked by an underline. If you are deleting a policy, then attach the text of the policy to be deleted.**

COMMITTEE(S) that authored or sponsored this proposal:

Promotion and Tenure Policies and Procedures Committee

TOPIC:

Suggested revision to Faculty Policies and Procedure Manual Section III.V.5. to provide additional guidance on continuing review of Senior Lecturers and Senior Clinical Educators

BACKGROUND (Provide a brief statement describing the origins of this proposal, the nature of the problem it addresses, and the work completed to devise the proposal):

The Senate Executive Committee charged the Committee on Promotion and Tenure Policies and Procedures with reviewing the policies and procedures for Senior Lecturers and Senior Clinical Educators. This review included (1) the current language in the Faculty Policies and Procedures Manual (FPPM), (2) practices across campus, and (3) approaches used at other institutions, particularly for faculty who consistently receive positive evaluations and continue to demonstrate performance and achievements beyond the minimum expectations for these positions.

Senior Lecturers and Senior Clinical Educators are currently evaluated every two years by the Department Chair and the Department Promotion and Tenure Committee. This evaluation cycle continues indefinitely. Once they have achieved the rank of Senior Lecturer or Senior Clinical Educator, faculty are not eligible for further promotion or tenure; however, they must continue to submit portfolio materials and undergo repeated evaluations. This process can be burdensome for the faculty member, the Department Chair, and the Department Promotion and Tenure Committee.

In developing the recommendation below, the Promotion and Tenure Policies and Procedures Committee reviewed practices at peer institutions and gathered feedback from Academic Chairs Council, as well as key faculty members in departments that utilize these roles.

SUMMARY OF NEW POLICY OR PROPOSED CHANGES OR DELETIONS TO AN EXISTING POLICY (Provide a brief list or statement describing the content of the policy or the proposed changes or deletions):

From Faculty Policies and Procedures Manual Section III.V.5.

Senior clinical educators and senior lecturers are reviewed according to the same timeline above in each second year of their two-year rolling contract. After three consecutive, positive two-year review cycles Senior Lecturers and Senior Clinical Educators only need to be evaluated as outlined in the Faculty Policies and Procedure Manual's Annual Performance Review sections III.R,S,and T. The conditions of Faculty Policies and Procedure Manual section III.M.8 still apply. Department Chairs may still require the periodic submission of an up-to-date professional portfolio for licensure and/or accreditation purposes.

RATIONALE FOR THE POLICY OR PROPOSED CHANGES (Provide a brief statement as to why the new policy, the changes, or the deletion is needed):

This proposed change will ease the evaluation burden on Senior Lecturers, Senior Clinical Educators, Department Chairs, and Department Promotion and Tenure Committees while maintaining a robust review process for the affected individuals. Through extensive review the Promotion and Tenure Policies and Procedures Committee determined that peer institution practices for continuing review of these positions varied widely.

Routing information and signature lines:

Date submitted to Senate Executive Committee for Consideration:
Action(s) Taken:

Date first read at Faculty Senate:
Action(s) Taken:

Date final action taken by Faculty Senate:
Action(s) Taken:
Senate Chair: _____

Date submitted to the PVPAA (within 5 working days of Senate approval):
Action(s) Taken:
PVPAA: _____
Date: _____

Date submitted to other administration:

Action(s) Taken:

Administrator: _____

Date (within 15 working days of PVPAA's signature): _____

Date submitted to the Board of Visitors:

Coversheet updated 9/2017