

**I. POLICY**

- A. This policy establishes and describes the procedures for promotion from Instructor to Assistant Professor at Lamar University (LU).

**II. PURPOSE AND SCOPE**

- A. This policy is intended to ensure the consistent application of standards and equity for all Instructors who choose to pursue promotion to a tenure-track faculty position of Assistant Professor.
- B. This policy applies to individuals who hold the title of Instructor in their role as members of the y -time faculty. This policy does not apply to individuals who hold the title of Clinical Instructor.
- C. This policy shall comply with the policies and procedures set forth in Chapter V, Paragraph 4 of The Texas State University System (hereafter, ). In the event of a contradiction between this policy and the , the shall supersede.

**III. TERMS AND CONDITIONS**

- A. . Faculty at LU may be promoted to the rank of Assistant Professor, Associate Professor, or Professor. Promotion to Assistant Professor, Associate Professor, or Professor is not granted automatically or with length of service. Promotion to Associate Professor occurs in conjunction with the awarding of tenure. A faculty member cannot be promoted to the rank of Associate Professor without being granted tenure.
- B. . Tenure denotes a status of continued employment as a member of the LU faculty, unless dismissed for good cause in accordance with the provisions stated in Chapter V, Subparagraph 4.5 of the . Tenure is not granted automatically or with length of service. It is granted to LU faculty after a rigorous probationary period in which tenure-track faculty demonstrate sustained, high-quality performance in the three mission areas: teaching, research/creative activities, and service. The award of tenure shall confer upon the faculty





C. Academic Affairs Council currently recognizes the following promotion to the ranks of Assistant Professor, Associate Professor, and Professor. NOTE: While doctoral degrees are available in these disciplines as the terminal degree.

1. Art/Studio Art/Graphic Design, Master of Fine Arts (MFA)
2. Creative Writing, Master of Fine Arts (MFA)
3. Juris Doctorate (JD)
4. Library Science, Master of Library Science (MLS) or equivalent from an ALA-accredited program
5. Theater, Master of Fine Arts (MFA)
6. Social Work, Master of Social Work (MSW)
7. Theater/Dance/Theater and Dance, Master of Fine Arts (MFA)
8. Television and Film Production, Master of Fine Arts (MFA)



1. A copy of a current curriculum vitae must be submitted. The candidate may include an essay of no more than three (3) double-spaced pages highlighting special accomplishments listed on the curriculum vitae.

2. **E**. Copies of all signed F2.08 forms that pertain to the period of review must be submitted.

3. **F F E**  
a. Evidence of effectiveness and documented accomplishments in teaching and service may be demonstrated through a variety of activities including, but not limited to, those listed below.

**F E**

- a) # letters from colleagues, students/former students, administrators)
- b) Creation of instructional materials
- c) Course and curriculum development
- d) Course evaluations, student accomplishments, teaching awards, other documented recognition
- e) Evidence of academic involvement with students outside the classroom setting

- a) Service to the department via special assignments
- b) Strong, documented contribution to department goals
- c) Effective assisting with administrative tasks
- d) Recognition via honors, awards, commendations, EMC /g0 G[()J]TJETiidnB821.63 T(n)-1(8)5(

C. A faculty applicant will have viewable access to his/her/their dossier in Watermark for the full duration of the tenure and/or promotion process.

D. :



any administrator in the line of review may attach to the application a written rebuttal to any negative recommendation (i.e., a recommendation not to promote).

**VIII. PRIOR CREDIT TOWARD TENURE**

- A. Approval to count any of the time spent in the rank of Instructor as prior service toward tenure must be approved, in writing, by the Department Chair, College Dean, and Provost prior to initiation of the promotion process.

**IX. ANNUAL**

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| 1 | 04/04/2024                             | Policy draft completed.                   |
|   | 04/15/24 05/08/24<br>05/13/24 06/13/24 | Reviews by constituency groups completed. |