

Policy and Procedures for the
The Department of Accounting,
McCoy College of Business Administration, Texas State University

PPS 4: Personnel Recruitment, Appointment and Activities

PPS 4.06 Senior Lecturers

PURPOSE: Promotion of Lecturers to Senior Lecturers. Promotion to senior lecturer signifies departmental commitment to the faculty member in recognition of good service.

ELIGIBILITY FOR PROMOTION TO THE RANK OF SENIOR LECTURER: The department may promote a lecturer to the rank of senior lecturer after six years of full-time teaching at Texas State University-San Marcos. For promotion, the six years of teaching must include teaching accounting courses during each of the twelve fall and spring semesters. A lecturer must maintain PQ status to be eligible for promotion to senior lecturer. Promotion to senior lecturer will require documented and continuous service. Service activities can include service to the community, profession, department, college, and/or university. Promotion will also require an established record of high-quality teaching effectiveness. Promotion of an existing lecturer to a senior lecturer position will not require the department to engage in a national faculty search.

RELEVANT POLICES AND PROCEDURES:

A. Texas State University-San Marcos Policy and Procedure Statement **7.22**
(Section 4) An adjunct faculty is a faculty who is not eligible for tenure. An emeritus faculty is included because he/she surrendered tenure upon retirement.

Titles for adjunct faculty include:

- 1). Lecturer - teaching faculty are hired for one academic year or semester, either on a per course or Full Time Equivalent (FTE) appointment. Lecturer duties are restricted to teaching functions and limited service activities.
- 2). Senior Lecturer – teaching faculty are hired on a continuing basis, either on a per course or FTE appointment. Senior lecturer appointments can be made for three year terms, pending successful annual reviews and recommendations to reappoint, renewable annually. Senior lecturers can be reappointed to subsequent three-year terms. Senior lecturer duties will be more expansive than those for lecturers and will include the teaching function and expanded service activities such as academic advising duties. In addition, scholarly/creative activities may be encouraged and allowed but not required.

Specifically the University Requirements include:

1. The department must have a policy in place.
2. The personnel committee must vote.

3. The department must send a memo to Academic Affairs asking for approval.
4. Academic Affairs approves and sends number to Department.
5. The department will process a change in position PCR to move the faculty member to the new position along with a contracting of temporary faculty form to process the contract.
6. The department moves funding from old line to new line once change is approved and processed.

POLICIES SPECIFIC TO THE ACCOUNTING DEPARTMENT:

Lecturers should maintain the status of “professionally qualified (PQ)” under AACSB guidelines. Lecturers are not restricted to teaching functions and limited service activities. Lecturers are encouraged to seek many service opportunities, and are encouraged to engage in scholarly/creative activities as these activities may prove necessary to maintain PQ status.