



October 24, 2019

From: Sarah Covert, Associate Provost for Faculty Affairs

To: University Council 2019-2020 Faculty Affairs Committee

Proposed Revisions to UGA [Guidelines for Appointment and Promotion of Lecturers](#)

Purpose: Streamline procedures for hiring of lecturers to

- ensure consistency in approval of degree exception requests, and
- reduce processing times for lecturer hiring proposals.

This proposal is part of an on-going, broad review of all faculty hiring procedures being conducted by the UGA Office of Faculty Affairs in the fall of 2019.

Excerpts of the Lecturer Guidelines are presented below; only those sections with proposed revisions are presented.

A. General Criteria

All provisions of Section 8.3.3 of the Board of Regents' Policy Manual apply to the employment of Lecturers. In addition, the following stipulations apply:

1. The position requires an appropriate terminal degree, or in rare and extraordinary circumstances, qualification on the basis of demonstrably successful related experience. The **Vice Provost for Academic Affairs** must approve exceptions to this terminal degree requirement.

C. Appointment of Lecturers

- o Initial Appointment

An appointment to a Lecturer position is for a one-year period. Recommendations for the appointment of Lecturers originate within program units. The unit head is responsible for designating a search committee and, with the search committee chair, for preparation and dissemination of position announcements in compliance with Affirmative Action guidelines and University procedures. Appointments to a Lecturer position are recommended by the faculty in the unit and approved through the typical academic administrative process for faculty appointment (e.g., unit head, dean, Provost, President).

Sarah Covert 10/21/19 2:48 PM
Comment [1]: The Vice Provost for Academic Affairs currently approves degree exception requests for all faculty candidates, except for those who are **lecturer** candidates. This revision will ensure consistency in degree exception approvals and reduce staff error in the routing of these requests.

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Comment [2]: Currently, lecturer hiring proposals are the only faculty hiring proposals approved by the VPI. In UGAJobs, this extra review step no longer serves a clear purpose and adds time to the approval pipeline. OFA staff will continue to review lecturer hiring proposals for data accuracy and compliance with policy.

Sarah Covert 10/21/19 3:00 PM
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