MINUTES: COE EFC MEETING; 5 DEC 2013 1:00 PM

In Attendance: Jasbir Arora (Secretary), Soura Dasgupta, Ed Dove, Lia Lu (Chair), and David Rethwisch. Keri Hombuckle (non-voting ex-officio)

Action Items

1. The meeting was called to order at 1:00 PM. Minutes of the 21 November 2013 EFC meeting as distributed were approved by unanimous vote.
2. Announcements. None
3. Discussion of renewable-term Lecturer Policies
   Draft of policies by the Colleges of Law, and Liberal Arts and Sciences were discussed. Key points that need to be included in our document were discussed as follows:
   - Initial appointment?
   - Annual Evaluation: should include what? Who does it? DEO, DCG?
   - Promotion?
   - Voting rights?
   The EFC is expected to get a draft of the Policies document from Dean Scranton next week. The EFC plans to finalize the document and invite current Lecturers in the College to get their further input before bringing it to the faculty for vote which needs to be done by 1 March 2014.
4. New Business. None
5. The meeting was adjourned at 1:45 PM.

Submitted by Jasbir Arora
Lecturers

Lecturers play an important supplementary role in the delivery of high quality instruction in multiple colleges on campus. Given the varied needs of each discipline, the use of the lecturer position varies significantly by college. To respect this reality, colleges that want to employ renewable term lecturers (FH15) shall develop specific guidelines for the recruitment and retention of these fixed-term faculty members. These guidelines must be in compliance with University policies, approved in draft and final form by the Office of the Provost, and approved by a vote of the entire faculty of the college.

Lecturer guidelines developed by the college shall include:

- A statement describing the justification for using lecturers, rather than tenure-track or tenured faculty, to fulfill the college’s teaching mission.
- Length of initial and renewal appointments (each appointment not to exceed five years),
- Minimal qualifications (e.g., advanced degree, excellence in teaching, commitment to development as educational professional),
- Process and requirements for appointment renewal,
- Working title (if necessary) in keeping with national disciplinary practices,
- Annual performance review and evaluation procedures and criteria,
- Career path procedures if the college chooses to allow advancement (e.g., from lecturer to senior lecturer), and
- Collegiate rights and responsibilities of lecturers (e.g., participation in certain decision-making processes, access to collegiate development opportunities).

Nothing in these guidelines should be construed as negating University employment policies and policies governing faculty rights and responsibilities. Lecturer positions are not intended to lead to tenure-track faculty positions.

For more information, contact Diane Finnerty, Office of the Provost at diane-finnerty@uiowa.edu or 319.335.3991.