

GUIDE TO PART-TIME FACULTY INITIAL APPOINTMENT AND PROMOTION

INITIAL APPOINTMENT	REQUIREMENTS	SALARY
Lecturer	See the Certification of Qualifications document for specifics: http://louisville.edu/artsandsciences/faculty-staff/faculty-affairs/files/Certificate%20of%20Qualifications%20PTL.pdf	\$1,012/ credit hour
Senior Lecturer I	Recognized terminal degree in the field OR successful promotion from Lecturer rank.	\$1,114/credit hour
Senior Lecturer II	Not available for initial appointment; may only be obtained through promotion.	\$1,234/credit hour

Eligibility for Promotion

Promotion may be considered after a part-time faculty member has held one rank for at least ten semesters in no fewer than five years in the College. (Summer teaching counts as one semester.) A PTL whose promotion is denied must wait at least four more semesters before requesting promotion again.

Criteria for Promotion

1. Promotion from Lecturer to Senior Lecturer I requires **proficient** teaching, or, if applicable, service and/or research and creative activity for at least ten semesters in no fewer than five years in the College.
2. Promotion from Senior Lecturer I to Senior Lecturer II requires **exceptional** performance in teaching, or, if applicable, in service and/or research and creative activity for at least ten semesters in no fewer than five years in the College.

Procedure for Evaluations for Promotion of Part-time Faculty

1. Part-time faculty initiate their promotion reviews by submitting to their department chair a promotion file that includes:
 - a. CV
 - b. Annual College merit evaluations
 - c. Numerical teaching evaluations
 - d. Peer reviews of teaching
 - e. Syllabi (if developed by the part-time faculty member)
 - f. If applicable, promotion files may also include teaching awards, evidence of course or curriculum development, and/or evidence of research and creative activity

2. Review process:

