

Department of Chemistry and Biochemistry

Lecturer Promotion Evaluation and Procedures

Approved: 2023

III.J Renewable Term Appointments

III.J.1 Guidelines and criteria for promotion

III.J.1.a Guidelines for Promotion

Faculty holding Renewable Term Appointments (RTA) will be evaluated based on expectations that correspond to the roles and responsibilities of the initial appointment, and will include the three components of Teaching and Mentoring, Professional Service, and Scholarship. After five years of active service at JMU, an RTA Lecturer is invited, but not required, to apply for promotion to Senior Lecturer. The promotion criteria are below.

III.J.1.b Criteria for Promotion to Senior Lecturer

The applicant will:

1. Demonstrate commitment to diversity, equity, and inclusion.
2. Be evaluated in three areas – Teaching and Mentoring, Professional Service, and Scholarship. The applicant is expected to earn an Excellent in teaching and Satisfactory in the other areas. Many contributions overlap between two or three areas and may be considered in multiple areas during evaluation.
3. Participate in Professional Service or Scholarship at the national, regional, local, or university level.
4. Demonstrate contributions toward the mission and culture of the department.

Examples of RTA Teaching and Mentoring

See section III.E for examples of teaching.

Examples of RTA Professional Service

Professional Service occurs on the national to department levels. Many examples of Professional Service also fit as examples of Scholarship or Teaching and Mentoring. This list is not exhaustive nor should be used as a checklist.

- Fostering a more inclusive culture within the department.

- Development of a new course or significant revisions of an existing course that fills an identified need in the department or university.
- Effective coordination of a multi-section course.
- Service on departmental, college, or university committees, search committees, and task forces.
- Teaching an overload to cover courses for an extended time for other faculty as needed.
- Leading sessions or workshops at national, regional, or local meetings.
- Training student assistants who work with other members of the teaching faculty.
- Contributions to the development of students through activities such as advising individuals or a student organization, or working with other students in other units such as the Honors Program, General Education, the Office for Access and Inclusion, or the Center for Global Engagement.
- Contributions to the development of faculty through activities such as mentoring, or working with faculty in other units such as the JMU Center for Faculty Innovation, Libraries, New Faculty Academy, or Office for Access and Inclusion.
- Volunteering in community or campus STEM outreach events.
- Self-development activities leading to enhanced professional service performance.
- Contributions to the development of students through activities such as advising a student organization, or working with other students in other units such as the Honors Program, General Education, the Office for Access and Inclusion, or the Center for Global Engagement.

Examples of RTA Scholarship

Many examples of Scholarship also fit as examples of Professional Service or Teaching and Mentoring. In general, scholarship should involve systematic inquiry and dissemination of results. Dissemination could include faculty brown bag lunches, presentations at CIT, or publications, etc. The following list of scholarly activities is not exhaustive nor should it be used as a checklist.

- Development of a new course or significant revisions of an existing course that fills an identified need in the department or university.
- Contributions to the development of students through activities such as advising a student organization, or working with other students in other

units such as the Honors Program, General Education, the Office for Access and Inclusion, or the Center for Global Engagement.

- Contributions to the development of faculty through activities such as mentoring, or working with faculty in other units such as the JMU Center for Faculty Innovation, Libraries, New Faculty Academy, or the Office for Access and Inclusion.
- Conducting research independently or in collaboration with a colleague. This could include activities such as obtaining IRB approval for a research project.
- Publication in a peer-reviewed journal, or writing or publishing teaching materials.
- Writing and/or receiving funding from a competitive grant.
- Participating in national/regional meetings or workshops sponsored by ACS, BCCE, ChemEd, or serving as a JMU CFI leader, etc.
- Self-development activities leading to enhanced scholarship performance.