

Faculty Welfare Committee

Lecturers with Security of Employment (LSOE) Working
Titles

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May 27, 2022

Kathleen Komar
Interim Vice Provost for Academic Personnel

Re: Lecturers with Security of Employment (LSOEs) Working Title

Dear Vice Provost Komar,

At its meetings on March 24 and May 12, 2022, the Executive Board reviewed the attached proposal from the Faculty Welfare Committee on a working title for Lecturers with Security of Employment (LSOEs) and the subsequent feedback from the Council on Academic Personnel.

At the May 12 meeting, members voted unanimously to endorse the proposal for the working title.

We appreciate your consideration of this proposal.

Sincerely,



Jessica Cattelino
Chair, UCLA Academic Senate

Encl.

Cc: Erika Chau, Assistant Vice Chancellor, Academic Personnel
April de Stefano, Executive Director, UCLA Academic Senate
Lori Ishimaru, Senior Policy Analyst, UCLA Academic Senate
Andrea Kasko, Vice Chair/Chair Elect, UCLA Academic Senate
Renee Rouzan-Kay, Senior Policy Analyst, UCLA Academic Senate
Carson Schutze, Faculty Welfare Committee Chair, UCLA Academic Senate
Catia Sternini, Chair, Council on Planning and Budget
Shane White, Immediate Past Chair, UCLA Academic Senate

March 4, 2022

To: Jessica Cattelino, Chair
Academic Senate

From: Carson T. Schutze, Chair
Faculty Welfare Committee

Re: LPSOE, LSOE, and SLSOE Titles

Dear Chair Cattelino,

At the request of Professor Megan McEvoy, Associate Dean of Undergraduate Education, College of Letters and Science, Life Sciences, the Faculty Welfare Committee (FWC) discussed a proposal to adopt working titles for lecturers. FWC proposes that UCLA officially adopt the working titles specified below for the official academic titles in the LSOE series:

Lecturer with Potential for Security of Employment	Assistant Teaching Professor
Lecturer with Security of Employment	Associate Teaching Professor
Senior Lecturer with Security of Employment	Teaching Professor

Associate Dean McEvoy's letter does a good job of summarizing the reasons for this: it brings UCLA in line with the other campuses, and it helps the individuals who hold these positions, particularly in their interactions with the outside world, because UC's official nomenclature is obscure, and the presence of the word "Lecturer" readily leads to confusion with Unit 18 Lecturers. The titles are also more concise, and make transparent how the ranks correspond to those of the regular Professor series.

FWC specifically discussed the two working titles in use on UC campuses, viz. Teaching Professor and Professor of Teaching, and preferred the former, because the latter sounds like the person's area of expertise is Teaching, i.e. Education (cf. Professor of Physics).

cc: April de Stefano, Executive Director, Academic Senate
Elizabeth Feller, Assistant Director, Academic Senate
Megan McEvoy, Associate Dean of Undergraduate Education,
College of Letters and Science, Life Sciences
Renee Rouzan-Kay, Analyst, Academic Senate
Shane White, Immediate Past Chair, Academic Senate
Members of the Faculty Welfare Committee

From: "McEvoy, Megan" <mcevoymm@ucla.edu>
Subject: LPSOE, LSOE, and SLSOE titles
Date: November 16, 2021 at 9:19:50 AM PST
To: "Schutze, Carson" <cschutze@humnet.ucla.edu>

Dear Carson,

The Division of Life Sciences is examining the criteria for appointment and advancement for individuals in the Lecturer Series, which includes Lecturer with Potential Security of Employment, Lecturer with Security of Employment, and Senior Lecturer with Security of Employment. During this examination, we noted that every other UC except UCLA uses the working title of "Teaching Professor" or "Professor of Teaching" rather than the "...Security of Employment" title. This working title is helpful to distinguish these Senate faculty from the Unit 18 Lecturer series. Additionally, as far as we know, the UC system is the only one that uses the "...Security of Employment" title, and therefore outside the UC system, this title is not well understood. At UCLA, there are relatively few of these faculty (I know of 5 in the Life and Physical Sciences, and I'm not sure there are any in Humanities), but they are Senate faculty with a scholarly emphasis teaching, essentially with "tenure" once they reach LSOE level.

I'm writing to you as head of the Faculty Welfare Committee to inquire whether the FWC would be willing to discuss this matter and possibly request a Senate vote on whether UCLA could also adopt the working title of "Professor of Teaching" (including Assistant, Associate and Full). This would bring UCLA into line with other UC campuses and also provide some clarity to the outside world. I'm not sure if there is another Senate committee that would be more appropriate for me to address this concern, but I thought FWC is a good place to start.

In case you are unfamiliar with this Series, I've attached the relevant UCOP policy and the UCLA policy can be found at the link below.
<https://www.apo.ucla.edu/policies-forms/the-call/appendices/appendix-9-procedures-and-criteria-for-the-review-of-lecturers>

Please note that the "...SOEs" are distinct from the Unit 18 Lecturers

[\(https://www.college.ucla.edu/aptoolkit/dossier-toolkit/lecturers-unit-18/\)](https://www.college.ucla.edu/aptoolkit/dossier-toolkit/lecturers-unit-18/)

Best,
Megan

Megan M. McEvoy, PhD
Professor, Microbiology, Immunology, & Molecular Genetics and Institute for
Society & Genetics
Associate Dean of Undergraduate Education, Division of Life Sciences
Co-Chair, COVID-19 Response & Recovery Task Force
University of California, Los Angeles

APM 285 / Lecturers with Security of Employment (LSOE) Working Titles

Email –

FWC January 2022 Meeting

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Please note that the "...SOEs" are distinct from the Unit 18 Lecturers
(<https://www.college.ucla.edu/aptoolkit/dossier-toolkit/lecturers-unit-18/>)

Materials below are Megan's cover letter and the systemwide and UCLA descriptions of this job series. They have steps that fully align with the regular Professor series, and as noted have Senate membership. No change of substance is being proposed, just the provision of these working titles that would, I think, clearly benefit these faculty in terms of everything from the CVs they share with the outside world to the signs on their doors. Megan and/or her colleagues seem to favor "Professor of Teaching" over "Teaching Professor"; I personally lean the other way since "Professor of Teaching" sounds specific to the field of Education, but we could punt that choice down the line.

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I'm writing to you as head of the Faculty Welfare Committee to inquire whether the FWC would be willing to discuss this matter and possibly request a Senate vote on whether UCLA could also adopt the working title of "Professor of Teaching" (including Assistant, Associate and Full). This would bring UCLA into line with other UC campuses and also provide some clarity to the outside world. I'm not sure if there is another Senate committee that would be more appropriate for me to address this concern, but I thought FWC is a good place to start.

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Please note that the "...SOEs" are distinct from the Unit 18 Lecturers
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Best,

Megan

Megan M. McEvoy, PhD

Professor, Microbiology, Immunology, & Molecular Genetics and Institute for Society & Genetics

Associate Dean of Undergraduate Education, Division of Life Sciences

285-0 **Policy**¹

- a. Lecturer titles that have or lead to security of employment are faculty positions designed to meet the long-term instructional needs of the University that cannot be best fulfilled by an appointee in the professorial series. (See [APM - 220](#).)
- b. A budgeted FTE must be allocated for any full-time appointment in this series. Should the Chancellor approve a less than one hundred percent (100%) appointment, a portion of a budgeted FTE equal to the percent time appointment must be allocated. See APM - 285-16 for more information on part-time appointments.

285-4 **Definition**

- a. The Lecturer with Security of Employment (LSOE) series is used for appointees who are members of the faculty of an academic or professional college, school, division, department, or program of the University whose primary responsibility is teaching and teaching-related tasks and secondary responsibility is professional and/or scholarly achievement and activity, including creative activity, especially as they relate to instruction and pedagogy. The faculty in this series also have responsibility for University and public service.
- b. An appointee in this series will regularly carry a heavier load of teaching than appointees in the professorial series.

285-8 **Types of Appointments**

- a. Titles in the Lecturer with Security of Employment series are:
 - (1) Lecturer with Potential for Security of Employment. This title is used for those that have not yet been conferred security of employment.
 - (2) Lecturer with Security of Employment.

¹ Until the earlier of a date specified by the campus or June 30, 2023, faculty appointed in the Lecturer with Security of Employment series prior to October 1, 2018, will continue to be evaluated under the criteria in effect as of September 30, 2018, and set forth in Appendix A to this policy. All other provisions of this policy apply effective October 1, 2018.

- (3) Senior Lecturer with Security of Employment.
- b. An *appointment* (as distinguished from a promotion or reappointment) occurs when a person is employed in one of the three ranks above, if the individual's immediately previous status was:
 - (1) not in the employ of the University;
 - (2) in the employ of the University but not with a title in this series; or
 - (3) in the employ of the University in the same title but at a different campus.
- c. A *promotion* is advancement from one rank to a higher rank within the LSOE series.
- d. A *merit increase* is advancement in salary rate and/or step without change of rank. (See [APM - 610](#), Salary Increases.)
- e. A *reappointment* is the renewal of a Lecturer with Potential for Security of Employment appointment immediately following the end date of a previous appointment (i.e., without a break in service). A reappointment may or may not be accompanied by a merit increase.
- f. Acting titles may be used. (See [APM - 235](#).)
- g. When it is desirable in order to meet campus needs and with the approval of the Chancellor following consultation with the Academic Senate, a working title may be assigned in addition to the payroll title for use campuswide, provided the working title is not the same as an official University payroll title used for a different position.

285-9 **Criteria**

- a. A candidate for appointment, reappointment, merit increase, or promotion in this series shall be evaluated by the following three criteria with teaching excellence being more highly weighted than the other two:
 - (1) Teaching excellence: The demonstration and maintenance of teaching excellence is the primary criterion for the series.
 - (2) Professional and/or scholarly achievement and activity, including creative activity.

(3) University and public service.

These criteria are further explained in [APM - 210-3](#), *Instructions to Review Committees That Advise on Actions Concerning the Lecturer with Security of Employment (LSOE) Series*.

b. Change of series

In cases when there has been a review of an Assistant Professor and the Chancellor has decided not to continue the individual's appointment in the professorial series, the individual may not subsequently be appointed on any campus to the LSOE series (or certain other titles) for a period of five (5) years. (See [APM - 133-0-a\(3\)](#).)

Upon the recommendation of the department, and consistent with campus academic review processes, the Chancellor may appoint an Associate Professor or Professor to the Lecturer with Security of Employment or Senior Lecturer with Security of Employment title. This change of series requires the written consent of the faculty member.

An appointee in the Lecturer with Security of Employment series may have a change of series into the professorial series consistent with campus academic review processes and only upon satisfying recruitment compliance.

285-16 **Restrictions**

The following restrictions apply to the use of titles in this series:

- a. In order to maintain the University's mission for an appropriate balance between education, research, and service, the Chancellor, in consultation with the Academic Senate, may establish a cap on the number of appointments in this series. If so desired, a cap may be set for each school or department.
- b. Normally, an appointment to this series is for one hundred percent (100%) time to the University.
- c. Security of employment may be granted only for an appointment at more than 50 percent (50%) time unless the Chancellor, whose authority may not be redelegated, approves the appointment by special exception.
- d. An initial appointment at less than one hundred percent (100%) but more than fifty percent (50%) or more time with a title in this series, or a subsequent temporary or permanent reduction in the percent time of the appointment, may be authorized under exceptional circumstances, provided the Chancellor

specifically approves the arrangement as being in the best interests of the University based on the particular situation.

A memorandum of understanding between the Chancellor and the part-time appointee shall be signed by both parties, to clarify the following:

- (1) There are no implied rights to current or future full-time security of employment and the only security of employment granted with this appointment is at the agreed upon percentage; and
 - (2) Workload expectations are based on the specified percentage of time of the appointment.
- e. Appointment and advancement of a part-time appointee shall depend on the quality of performance in teaching excellence, professional and/or scholarly achievement, including achievement and activity in creative work, and service with teaching being more highly weighted than the other two. Expectations for the quantity of performance shall be based on the percentage of time of the appointment, but expectations of the quality are the same as one hundred percent (100%) time. In all cases, when an appointee is considering a part-time appointment, or a temporary or permanent reduction in the percentage of time of an appointment, the terms of the appointment and the performance expectations shall be discussed by the dean, department chair, and the appointee at the outset and documented in a memorandum of understanding for advancement.
- f. When there has been a review of a Lecturer with Potential for Security of Employment, Assistant Professor in the Professorial series, Assistant Professor in Residence, or Assistant Professor of Clinical (e.g., *Medicine*) and the Chancellor has decided not to continue the individual's appointment in that series, the individual may not be appointed on any campus to certain faculty titles for a period of five (5) years as set forth in APM - 133, Appendix A and also APM - 133-0-a(3) and b(3).

285-17 **Terms of Service**

- a. Lecturer with Potential for Security of Employment

- (1) Term of Appointment

Each appointment and reappointment is limited to a maximum term of two (2) years with a specific end date. The total University service with this title in combination with certain other titles may not exceed eight (8) years, in accordance with APM - 133-0-b.

(2) Appointment for Less Than Two (2) Years

The appointment or reappointment of a Lecturer with Potential for Security of Employment may be for a period of less than two (2) years only under the following circumstances:

- (a) An appointment or reappointment with an effective date other than July 1st shall end typically on the second June 30th following the appointment or reappointment.
- (b) A promotion or merit increase may become effective on July 1st before the end of a two (2)-year term, but such advancement shall mark the beginning of a new term of appointment.
- (c) Consistent with the eight-year limit, a terminal appointment for a Lecturer with Potential for Security of Employment may be for a period of less than two (2) years provided adequate notice has been given, as stipulated in APM - 285-17-a(4).

(3) Advancement

An appointee holding the title Lecturer with Potential for Security of Employment is eligible for reappointment, merit increase, and promotion based on careful review of the appointee's progress and achievement in meeting the criteria of the series.

(4) Notice for Non-Renewal of Appointment

When an appointment as a Lecturer with Potential for Security of Employment is not to be renewed, written notice shall be given by the Chancellor prior to the expiration date in accordance with the schedule below.

- (a) With less than one (1) year of service as a Lecturer with Potential for Security of Employment by the end of the current period of appointment: at least a four (4)-month notice.
- (b) With at least one (1) complete year of service and not more than two (2) years of service as a Lecturer with Potential for Security of Employment by the end of the current period of appointment: at least a six (6)-month notice.

- (c) With more than two (2) years of service as a Lecturer with Potential for Security of Employment by the end of the current period of appointment: at least a twelve (12)-month notice.
- (5) Termination Before the End of the Appointment Period
- (a) Lecturer with Potential for Security of Employment

Termination of the appointment of a Lecturer with Potential for Security of Employment before the expiration of the appointment shall be only for good cause, after the opportunity for a hearing before the properly constituted advisory committee of the Academic Senate in accordance with Regents' Bylaw 40 and Senate Bylaws 336 or 337.

- (b) Lecturer with Security of Employment and Senior Lecturer with Security of Employment

All appointments and promotions to the ranks of Lecturer with Security of Employment and Senior Lecturer with Security of Employment shall continue until terminated by resignation, retirement, or dismissal. An appointment with security of employment shall not be terminated except for good cause after the opportunity for a hearing before the properly constituted advisory committee of the Academic Senate, in accordance with Regents' Bylaw 40 and Senate Bylaws 336 or 337.

285-18 **Salary**

The Office of the President publishes a salary scale for this series. The Lecturer with Security of Employment series will include three ranks and the same steps as the professorial series.

The Chancellor, after appropriate review, has authority to approve salaries up to and including the Indexed Compensation Level (ICL) threshold.

The Provost and Executive Vice President for Academic Affairs has authority to approve salaries exceeding the ICL threshold. (See [APM - 220-85-d.](#))

285-19 **Normative Periods of Service**

The normative periods of service at rank and step in this series are shown in the published salary scales and are described below. Although these time periods indicate the usual intervals between advancements, they do not preclude more rapid advancement in the case of exceptional merit or more gradual advancement when warranted and if unrelated to a Lecturer with Potential for Security of Employment's eight-year limitation. Personnel reviews that are deferred due to extending the security of employment clock (stopping the clock) for reasons as defined in [APM - 133-17-g, -h, and -i](#) or a family accommodation as defined in [APM - 760](#) should be treated procedurally in the same manner as personnel reviews conducted at the usual intervals. All evidence produced during the probationary period, including the period of the extension, counts in the evaluation of the candidate's review file. The file shall be evaluated without prejudice, without regard to the length of service at the Lecturer with Potential for Security of Employment rank, and so stated in the department chair's letter.

- (1) For a Lecturer with Potential for Security of Employment, the total period of University service in the title Lecturer with Potential for Security of Employment or in this and certain other titles (see [APM - 133-0](#)) shall not exceed eight (8) years, except as provided in [APM - 133-12](#). The normative period of service at a given step in this rank is two (2) years.
- (2) For a Lecturer with Security of Employment, the normative period of service in this rank is six (6) years. The normative period of service at step is two (2) years in each of the first three (3) steps. Service at Steps IV and V is three (3) years in each step.
- (3) For a Senior Lecturer with Security of Employment, the normative period of service is three (3) years at step in each of the first four (4) steps. Service at Step V and above may be of indefinite duration. Advancement to Step VI usually will not occur after less than three (3) years of service at Step V. This involves an overall career review and will be granted on evidence of sustained and continuing excellence in each of the following three (3) categories, with teaching excellence receiving primary weighting above the others: (1) extraordinary effectiveness and excellence in teaching and teaching-related tasks; (2) professional and/or scholarly achievement and activity; and (3) University and public service. Advancement from Step VI to Step VII, from Step VII to Step VIII, and from Step VIII to Step IX, will usually not occur before three (3) years at step, and will only be granted on evidence of continuing achievement at the level required for advancement to Step VI.

Advancement to an Above-Scale rank involves an overall career review and is reserved only for the most highly accomplished faculty (1) whose work of sustained and continuing excellence has attained national or international recognition and broad acclaim reflective of its significant impact on education within the discipline; (2) whose contributions to University teaching and education outcomes are excellent; and (3) whose service is highly meritorious. Except in rare and compelling cases, advancement will not occur after less than four (4) years at Step IX. Moreover, mere length of service and continued good performance at Step IX are not justification for further merit advancement. There must be demonstration of additional merit and distinction beyond the performance on which advancement to Step IX was based. A merit advancement for a candidate already serving at above-scale must be justified by continuing evidence of accomplishment commensurate with this level. Continued good service is not an adequate justification. Intervals between such merit advances may be indefinite, and only in the most superior cases where there is strong and compelling evidence will advances at intervals shorter than four (4) years be approved.

285-20 Conditions of Employment

- a. Lecturers with Potential for Security of Employment, Lecturers with Security of Employment, and Senior Lecturers with Security of Employment are members of the Academic Senate, per Regents' Standing Order 105.1(a).
- b. An appointee to this series may be assigned to teach courses at any level.
- c. An appointee with a title in this series is eligible to apply for sabbatical leave. (See [APM - 740](#).)

285-24 Authority

Authority to approve appointments, reappointments, merit increases, and promotions to titles in this series are as follows:

- a. Lecturer with Potential for Security of Employment
The Chancellor, after appropriate review. (See [APM - 220-82](#).)
- b. Lecturer with Security of Employment
The Chancellor, after appropriate review. (See [APM - 220-85](#).)

- c. Senior Lecturer with Security of Employment

The Chancellor, after appropriate review. (See [APM - 220-85](#).)

285-80 Review Procedures

The Chancellor, in consultation with the Committee on Academic Personnel, may develop local review procedures for the Lecturer with Security of Employment series. Campus procedures for review and advancement shall be modeled on the general pattern of the review process for members of the professorial series. (See [APM - 220-80](#) and [APM - 210-3](#).)

285-95 Letters of Invitation and Notification

See [APM - 220-95](#) for model language. The term “security of employment” shall be substituted for the term “tenure.”

Revision History

October 1, 2018:

- Substantive revisions, including the following key revisions:
 - New and revised evaluation criteria;
 - Ability to use a working title;
 - Eligibility for sabbatical;
 - Establishment of a rank and step system; and
 - Senate membership at all percentages of appointments.

For details on prior revisions, please visit the Academic Personnel and Programs website:

<https://www.ucop.edu/academic-personnel-programs/academic-personnel-policy/policy-issuances-and-guidelines/index.html>.

Until the earlier of a date specified by the campus or June 30, 2023, review criteria in this appendix shall apply to individuals appointed in the Lecturer with Security of Employment Series prior to October 1, 2018.

APPOINTMENT AND PROMOTION
Lecturer with Security of Employment Series

APM - 285
Appendix A

285-10 Criteria

- a. A candidate for appointment, merit increase, or promotion in this series shall be judged by achievements in the following areas: teaching, professional achievement and activity, and University and public service.

Criteria for examining achievement in these areas are set forth in [APM - 210-3](#), *Instructions to Review Committees Which Advise on Actions Concerning the Lecturer with Security of Employment (SOE) Series*.

- b. The title Senior Lecturer with Potential for Security of Employment (PSOE) or Senior Lecturer with Security of Employment (SOE) may be assigned to an appointee who provides services of exceptional value to the University and whose excellent teaching and professional accomplishments have made him or her a recognized leader in his or her professional field and/or in education.
- c. Appointment and advancement of a part-time appointee with a title in this series shall depend on the quality of performance at a level of distinction comparable to that demanded of a full-time appointee; however, when circumstances warrant, a lesser rate of professional achievement and activity will be acceptable. Teaching assignments and departmental, committee, and other service should be in proportion to the percentage of time of the position, but the same quality of performance is expected as for a full-time appointee.
- d. Transfer of appointees in the regular professorial series to the Lecturer SOE series.
 - (1) In cases when there has been a review of an Assistant Professor and the Chancellor has decided not to continue the individual's appointment in the professorial series, the individual may not subsequently be appointed on any campus to the Lecturer SOE series (or certain other titles) for a period of five years. (See [APM - 133-0-a\(3\)](#).)
 - (2) Upon the recommendation of the department and following regular academic review, the Chancellor may transfer an Associate Professor or Professor to the Lecturer SOE or Senior Lecturer SOE title. This transfer requires the written consent of the faculty member.
- e. When there has been a review of a Lecturer PSOE or Senior Lecturer PSOE and the Chancellor has decided not to continue the individual's appointment in that series, the individual may not subsequently be appointed on any campus to certain faculty titles for a period of five years. For a list of these faculty titles, see [APM - 133](#), Appendix A. (See also [APM - 133-0-b\(3\)](#).)