

**2023-24 Collegiate Lecturer  
Guidelines and Procedure—Ann Arbor campus  
College of Engineering  
Nomination Deadline: February 24, 2023**

**Introduction/History**

The University shall establish a Collegiate Lecturer Program on each campus. The University of Michigan, Ann Arbor, may select up to four (4) Collegiate Lecturers, specifically, up to two (2) in the Lecturer II classification and up to two (2) in the Lecturer IV classification.

**Eligibility**

The following employees who hold the title of Lecturer II or Lecturer IV will be eligible for nomination as a Collegiate Lecturer provided that the Lecturer meets the following requirements:

- a. The Lecturer has been employed as a Lecturer for at least ten (10) years at the time they are nominated.
- b. The Lecturer must have successfully completed two (2) major reviews at the time they are nominated.
- c. The Lecturer is not on full layoff at the time they are nominated.

**Award and Title**

For the first two years as a “Collegiate Lecturer” the Lecturer will receive an annual lump-sum payment of \$2,000 to support teaching and professional development. This payment will be made within a month of the notice of selection for the first year and during the Fall term in the second year.

The Lecturer will retain their title as a Lecturer II or IV, but will also hold the honorific title of “Collegiate Lecturer.” They will ordinarily hold the title of “Collegiate Lecturer” for the duration of their career as a Lecturer II or IV. If the University believes there is reason to remove the honorary title, the procedures set forth in Article XX of the UM/LEO Agreement shall be followed prior to removal of the title.

Upon retirement, a Lecturer who holds the honorary title of “Collegiate Lecturer” may use the honorary title of “Collegiate Lecturer Emeritus.”

**Selection Criteria**

The University will award a Collegiate Lecturer title to those lecturers who demonstrated a sustained record of excellence in teaching and learning and/or in service or other contribution to the University. In that regard, the Lecturer shall be evaluated using one or more of the following criteria as applicable:

1. A strong commitment to students and teaching and learning as demonstrated by undertaking activities to advance the quality and practice of teaching and learning at a variety of levels in the classroom, studio and/or lab;
2. Using effective teaching strategies and methods to assess student learning;
3. A demonstrable commitment to advising and mentoring students, if applicable;
4. A demonstrable impact on students' intellectual and/or artistic development;
5. Other evidence of exceptional service and/or other contribution to the University.

### **Nomination Process**

CoE departments will complete the nomination cover page and send it with the materials listed below to Anne Rhoades at [rhoadesa@umich.edu](mailto:rhoadesa@umich.edu) at CoE by February 24, 2023. Nominations received after this date will not be considered.

1. A one-page description of the qualities and accomplishments that make the individual a superior choice for the award.
2. A CV for the nominee.
3. A minimum of three (3) letters of support from a range of individuals knowledgeable about the nominee's work and that demonstrate the nominee's significant contributions to the University and that demonstrate that the Lecturer meets one or more of the selection criteria.

### **Deadline for Nominations**

The Department shall submit the completed nomination form and accompanying materials to Anne Rhoades at [rhoadesa@umich.edu](mailto:rhoadesa@umich.edu) by **February 24, 2023**.

### **Announcement of Award**

The recipient(s) will be announced on or about April 28, 2023.

Once the Collegiate Lecturers are selected, they may suggest a modifier for the title of Collegiate Lecturer that honors a former University faculty member, including Lecturers. The Lecturer shall submit a document to the Provost's office with a rationale as to why this naming is appropriate for the recipient and with an explanation as to how the former faculty member has made outstanding contributions to the academic unit, discipline, or University. The Provost's office will notify the Lecturer within a month of the announcement as to whether the modifier is accepted.