



# UC San Diego

## Policy & Procedure Manual

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### PERSONNEL-ACADEMIC

#### Section: 230-285

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### APPOINTMENT AND PROMOTION

#### LECTURER WITH SECURITY OF EMPLOYMENT (TEACHING PROFESSOR) SERIES

PPM 230-285, Lecturer with Security of Employment (Teaching Professor) Series, relates to matters subject to [Academic Personnel Manual \(APM\) Section 285](#), Lecturer with Security of Employment Series. For reference, subsections of PPM 230-285 include citations to associated subsections of the APM; in all cases, the APM is operative where referenced.

#### PPM 230-285-0 Policy

APM 285-0

#### PPM 230-285-4 Definition

APM 285-4. a

APM 285-4. b

PPM 230-285. c

Appointees in the Lecturer with Security of Employment series may use the working title “Teaching Professor,” as indicated in PPM 230-285-8. a, below.

#### PPM 230-285-8 Titles

PPM 230-285-8 a

Titles in the Lecturer with Security of Employment series are:

- (1) Lecturer with Potential for Security of Employment (LPSOE) (Assistant Teaching Professor)
- (2) Senior Lecturer with Potential for Security of Employment (LPSOE) (Assistant Teaching Professor)
- (3) Lecturer with Security of Employment (LSOE) (Associate Teaching Professor)
- (4) Senior Lecturer with Security of Employment (Senior LSOE) (Teaching Professor)

Lecturer PSOE and Senior Lecturer PSOE positions are “security of employment–track” positions in the same way that the Assistant Professor position is a “tenure-track” position.

APM 285-8. b

APM 285-8. c

#### PPM 230-285-10 Criteria

PPM 230-285-10 a

A candidate for appointment, merit increase, or promotion in this series shall be judged by the following criteria:

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- Teaching of truly exceptional quality and so specialized in character that it cannot be done with equal effectiveness by Professor (Ladder-Rank)
- Professional achievement and activity; an appointee in the LSOE series is expected to maintain currency in the profession and pedagogy
- University and public service
- Educational leadership beyond the campus and contributions to instruction-related activities (i.e., conducting TA training, supervision of student affairs, development of instructional materials/multimedia)

The departmental recommendation letter should state what the candidate's teaching load will be and how it compares with the normal load for professors in the department.

Criteria for examining achievement in these areas are set forth in PPM 230-210-3, Instructions to Review Committees Which Advise on Actions Concerning the Lecturer with Security of Employment (SOE) Series.

PPM 230-285-10. b

The title 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 them a recognized leader in their professional field and/or in education. The rank of Senior LPSOE may be assigned to an appointee who has the potential to attain the accomplishments of a Senior LSOE.

An appointee holding the title Lecturer PSOE or Senior Lecturer PSOE is eligible for reappointment, merit increase, and promotion. Decisions about reappointment, merit increase, and promotion of the appointee are based on careful reviews of the appointee's progress, promise, and achievement, and may be affected by fiscal and programmatic considerations.

For merit advancements, there should be evidence of the professional achievement required for an equivalent salary in the Professor series.

APM 285-10. c  
APM 285-10. d  
APM 285-10. e

**PPM 230-285-16 Restrictions**

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

PPM 230-285-16.a

Normally an appointment to this series is for full-time service to the University; however, an appointment must be at least 51% time.

APM 285-16. b  
APM 285-16. c  
APM 285-16. d  
APM 285-16. e

**PPM 230-285-17 Terms of Service – Appointment Review**

The candidate's experience and record of accomplishment will determine the appropriate rank for appointment.

APM 285-17. a  
APM 285-17. b

### **PPM 230-285-18 Salary**

The Office of the President publishes a salary range for this series. The rate of advancement may be more variable, and in many cases slower, than for professorial positions.

Salaries for Lecturer PSOEs will normally begin in a range approximately equivalent to that for Assistant Professors, with academic review occurring every two years. The salary for a Senior Lecturer PSOE must be equal to or above that of a Professor, Step I.

Salaries for Lecturer SOEs normally begin in a range approximately equivalent to that for Associate Professors, with academic review occurring every two years. If a Lecturer SOE is being paid at a level equivalent to the salary of a Professor, the academic review will occur every three or four years.

Advancement of an LSOE to a salary level equivalent to that of Professor, Step VI, may be granted on evidence of great distinction, recognized nationally or internationally, in the areas of professional achievement and educational leadership, teaching, and University and public service.

The period of service in the rank of Lecturer SOE may be of indefinite duration. Promotion to Senior Lecturer SOE is not normally expected, but may occur when warranted. Review for promotion to the Senior Lecturer SOE title will normally occur only after a minimum of six years in the title of Lecturer SOE.

Senior Lecturer SOE titles should be paid at a level no less than Professor, Step I. Normally, an appointee shall be reviewed every three years for a merit increase, until the salary is equivalent to that of Professor Step V. Service at that level and higher may be of indefinite duration, and review for advancement will not usually occur after less than four years.

Senior Lecturers SOE of the highest distinction, whose work has been nationally or internationally acclaimed, and who demonstrate a level of distinction equivalent to that required of Distinguished Professors in the areas of professional achievement and educational leadership, teaching, and University and public service are eligible for salaries above the top of the range. In these cases, the departmental recommendation letter must provide an analysis of the candidate's achievements throughout their career and evidence of work of great distinction. Mere length of service and continued good performance at the top of the salary range are not a justification for further salary advancement. The academic review file must reflect a critical career review.

Except in rare and compelling cases, advancement to a base salary above the top of the salary range should not occur after less than four years at the top of the salary range. Further, acceleration to this high level should be a rare event requiring evidence of extraordinary performance beyond the already exceptional standard required for advancement to the top of the range.

Files proposing a full merit advancement to a base salary above the top of the salary range, or a full merit advancement further above the top of the salary range, must demonstrate exemplary performance in all areas (teaching, service, educational development and professional competence and activity).

The honorary title "Distinguished Senior Lecturer with Security of Employment" may be conferred upon Senior LSOEs with a salary above the top of the range who demonstrate a level of distinction equivalent to that required of Distinguished Professors.

### **PPM 230-285-20 Conditions of Employment**

APM 285-20. a  
APM 285-20. b  
APM 285-20. c

PPM 230-285-20. d

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Since appointment to a title in this series does not imply the responsibility of engaging in research, an appointee will be assigned a heavier instructional load than that of an appointee in the regular professorial series. The departmental recommendation letter should state what the candidate's teaching load will be and how it compares with the normal load for professors in the department.

APM 285-20. e  
APM 285-20. f

PPM 230-285-20. g

A candidate for appointment to this series must possess a Ph.D. degree or equivalent.

**PPM 230-285-24 Authority to Approve Appointments, Reappointments, and Promotions**

No appointment, reappointment or academic review action is final until there has been an academic review and the individual with final authority has approved the action.

The UC San Diego [Authority and Review Chart](#) sets forth the individual(s) and/or committees responsible for review, as well as the final authority for approval.

**PPM 230-285-80 Review Procedures**

Procedural guidelines are available in the [Academic Personnel Process Manual](#).

**PPM 230-285-95 Letters of Invitation and Notification**

APM 285-95

**REVISION HISTORY**

July 01, 2017	This policy was made effective.
April 20, 2018	Minor technical edits to update names and policy hyperlinks.
March 31, 2020	Technical edits to remove gendered language.