



**UWG PROCEDURE NUMBER: 2.2.1, Time Limits for Promotion**

**Authority: UWG POLICY 2.2, (Promotion)**

The University of West Georgia (UWG) faculty, pursuant to the authority of UWG Policy 2.2, establishes the following procedures for compliance with UWG Policy 2.2 on **Promotion**:

The purpose of the procedure is to clearly communicate to UWG faculty the Time Limits for Promotion.

**A. Criteria.**

1. A Lecturer may serve in rank six years. Reappointment after six consecutive years of service will be permitted only if the lecturer has demonstrated exceptional teaching ability and extraordinary value to the institution. Lecturers who have served for a period of at least six years at UWG may be considered for promotion to Senior Lecturer if they have met criteria for Senior Lecturer.
2. An Instructor may serve in rank a maximum of seven years. He or she should be considered for promotion as soon as he or she has met criteria for Assistant Professor. To be considered for tenure-track appointment at the assistant professor level, BOR policy 8.3.7.6 should be applied regarding years of service.
3. An Assistant Professor is eligible for and may be reviewed for promotion in rank during their fifth year of service in their current rank at UWG. A maximum of three track positions at other institutions If recommended for promotion, the new rank will go into effect at the beginning of the next contract period. Recommendations for promotion are not normally considered for individuals who are currently on leaves of absence.
4. An Associate Professor is eligible for and may be reviewed for promotion in rank during their fifth year of service in their current rank. A maximum of three (3) years' credit toward the minimum probationary period may be allowed for service in tenure track positions at other institutions If recommended for promotion, the new rank will go into effect at the beginning of the next contract period. Recommendations for promotion are not normally considered for individuals who are currently on leaves of absence.
5. Under special circumstances, faculty who are performing significantly above the expectations for their current rank may be considered for "early" promotion. Early promotion may only be considered according to the following time table:
  - a. For early promotion from Lecturer to Senior Lecturer, faculty must have served a minimum of three years as a Lecturer.

- b. For early promotion from Instructor to Assistant Professor, faculty must have served a minimum of three years as an instructor.
- c. For early promotion from Assistant Professor to Associate Professor, faculty must have served a minimum of four years as an Assistant Professor.
- d. For early promotion from Associate Professor to Full Professor, faculty must have served a minimum of four years as an Associate Professor at research and comprehensive universities, faculty may be considered for “early” promotion with less than the required minimum years of service in rank listed above. However, these cases require strong justification and approval by the president.

**C. Compliance**

UWG follows the Board of Regents policies on this matter, and to the extent the language conflicts, the Board of Regents language prevails. ([BOR Academic and Student Affairs Handbook](#), 4.5 Award of Promotion. and [BOR Policy 8.3.6 Criteria for Promotion.](#))

*Recommended by the Provost the 3 day of October, 2018.*

\_\_\_\_\_  
Signature, Provost

Reviewed by President: \_\_\_\_\_

Previous version dated: N/A

***Rules committee approved 5/4/2018***