

## Expectations for Tenure and Non-Tenure System Faculty The Department of History at UIC

The Department of History at UIC has two distinct categories of instructors: tenured or tenure-track (TT) and non-tenure track (NTT). There are three categories within each.

### Tenured and tenure-track faculty

The normative teaching load for all tenured and tenure-track faculty is 2/2. TT faculty should aspire to teach a mix of 100/200-level courses (large survey classes that often have 50 or more students), 300/400-level courses (smaller, more topical seminars), and perhaps one graduate-level course each year, although this is not guaranteed. TAs will be appointed for every 50-students allowed to enroll in the class (1 TA for a 50-student max, 2 TAs for a 100-student max, etc.). The Department only occasionally offers classes larger than 100 students. Undergraduate classes without TAs are usually capped at 30 students, although 300- and 400-level courses may be smaller. Instructors are expected to work with TAs to supervise grading, attend at least one discussion section, and provide an evaluation of the TA at the conclusion of the semester.

1. Assistant Professor: along with a 2/2 teaching load described above, assistant professors should: (1) endeavor to produce scholarship required for the earning of tenure (normally the publication of a scholarly monograph) as spelled out in the department norms for promotion to associate professor; and (2) perform limited service to the Department, the University, and the profession, including evaluating graduate comprehensive exams and serving on PhD committees. Assistant professors may but are not required to serve as primary advisors for PhD students.
2. Associate Professor: along with a 2/2 teaching load described above, associate professors should: (1) endeavor to produce scholarship toward being promoted to (full) professor as spelled out in the department norms for promotion to (full) professor; and (2) perform increasing levels of service to the Department, the University, and the profession as compared to assistant professors, including serving on department and/or college or university-wide committees and engaging in increased service in the profession (reviewing journal manuscripts, serving on professional association committees, etc.). Tenured faculty will also be expected to work with graduate students, including evaluating graduate comprehensive exams and mentoring PhD students.
3. (Full) Professor: along with a 2/2 teaching load described above, (full) professors should be: (1) developing into leaders in their field in both service and scholarship; and (2) serving as leaders within the Department, the University, and the profession, taking on increased levels of service as compared to associate professors.

### Non-tenure track faculty

1. Full-time lecturers, senior lecturers, and clinical faculty: normally understood to have an ongoing relationship with the Department in the sense that we wish them to remain as long as their performance meets expectations and their teaching and other services remain necessary. These instructors usually teach a 3/3 teaching load at sizes in alignment with those spelled out above, although some may have their teaching load reduced due to clinical or service work. They are expected to provide teaching excellence, some minimal service, and show continued engagement with the profession. They may seek promotions based on university guidelines and departmental norms for promotion to Senior Lecturer or Clinical Associate (or Full) Professor.
2. Visiting faculty: in practice, the Department hires few visiting faculty members. The term of a visiting faculty member's contract will be spelled out on a case-by-case basis in their individual letters of appointment and is usually capped at 3 courses per semester. Multi-year visiting faculty may be subject to evaluation for annual renewal. Visiting faculty can serve a maximum of three years, per university regulations. There are typically no service requirements for visiting faculty.
3. Visiting Lecturers: more commonly known as adjunct faculty, visiting lecturers are hired on a course-by-course basis to cover specific courses. In some instances, it may be possible to offer multiple courses or both fall and spring teaching opportunities, but, per university regulations, visiting lecturers may not teach more than 3 courses in any given semester and may not teach more than 50% in the Department for longer than six consecutive semesters. There are no service requirements for visiting lecturers.

Approved by unanimous vote of the Department, January 31, 2024.

To be re-evaluated in Spring 2027