College of Arts & Media
SENIOR INSTRUCTORS
Policies/Procedures

Criteria for Advancement to Senior Instructor

Instructor
The title Instructor is used for short-term teaching contracts where no indication of rank is intended. The title Instructor implies the appointment is non-permanent and non-tenure track in nature. An instructor’s primary responsibility is teaching undergraduate or clinical courses as defined by the supervising dean. These appointments can be renewed indefinitely at the discretion of the University.

Senior Instructor
The rank senior instructor gives higher recognition and salary than that of instructor. Senior instructor positions are usually full-time and are not tenured. Instructors are eligible for promotion to the rank of senior instructor after a minimum of five years at the rank of instructor. Instructors are “employees at will.” Appointment to this rank does not preclude subsequent advancement in rank under appropriate conditions. Because the University of Colorado at Denver is dedicated to maintaining its position as a major research as well as an instructional institution, it is expected that the number of faculty members who will be considered for the rank of Senior Instructor will be very limited. They may be hired on limited-term or indeterminate contracts. Senior instructors are members of the system-wide Faculty Senate.

"Senior Instructor": This rank may be used for the appointment or promotion of staff members who have special skills or experience needed in the instructional programs of the institution.

An instructor who has established a record of excellence in teaching and continued competence in the other duties under the above is eligible for consideration of promotion to the title of Senior Instructor.

1. A high level of teaching performance (as attested to by such traditional measures of classroom instruction as student and peer evaluations, results of common examinations, review of classroom materials and student work, contributions to curricular development, and teaching awards).
2. A record of achievement in service related to Teaching.
3. Other activities that support teaching, demonstrate a consistent pattern of professional growth, establish connections with professional peers in the region or nation, and maintain currency with pedagogic developments elsewhere (as attested to by such activities as the design and analysis of instructional innovations, presentations at conferences and workshops, or writing for publication).
Review Process:
An instructor who has established a record of excellence in teaching and continued competence in the other duties under the above is eligible for advancement to the title of Senior Instructor. The instructor submits a dossier of teaching and other materials relevant to the consideration of promotion to the chair of his/her department, by January 15th. The department chair forwards the dossier, with a recommendation, to the college Primary Unit (by February 15th) for recommendation and vote. The Primary Unit vote is advisory to the college Dean's final recommendation, which may be based upon needs of the department and budgetary concerns.

Compensation:
The promotion will include a base salary raise proportional to the raise of $3000 for a full time position. Positions less than 100% time will be adjusted proportionally.