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Date: Wednesday, April 20, 2022 at 7:36 PM

To: ls-chairs-all@lists.wisc.edu <ls-chairs-all@lists.wisc.edu>

Cc: Lea Aune-Johnson <aunejohnson@wisc.edu>, Alisha Arnold <alisha.arnold@wisc.edu>, Sue Hook <sue.hook@wisc.edu>, Daun Wheeler <daun.wheeler@wisc.edu>, Laura E Fisk <laura.fisk@wisc.edu>

Subject: Updated L&S Teaching Professor Guidelines

TO: L&S Chairs and Directors

ACTION REQUESTED: Review this email and the attached [L&S Teaching Professor Guidelines- updated April 11, 2022](#).

Dear Chairs and Directors,

In February 2021 you received L&S Guidelines for Teaching Professor academic staff career tracks. Since then we have reviewed a few departmental proposals and received feedback from some of you. We have incorporated the feedback into [L&S Teaching Professor Policies and Guidelines](#) to make the process easier and streamlined. You are no longer asked to submit your own departmental guidelines to L&S Administration for review and approval. You can proceed with using the Teaching Professor title series when hiring new staff or reviewing current staff following the updated guidelines.

If there are nuances in departmental/discipline norms, processes and/or procedures not completely addressed by the document they will be considered by the L&S Teaching Professor Appointment & Promotion Committee (defined in the attached document). If you would like to share any of those now, please email me by May 4, 2022.

If you have questions about the HR processes please contact the [L&S HR associate director for your department](#).

Thank you for your patience and the work you have done in this area,
Shirin

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