

**SOUTHERN ILLINOIS UNIVERSITY**  
**EDWARDSVILLE**

**Temporary Instructor Conversion Form**

Name: \_\_\_\_\_ Banner ID No.: \_\_\_\_\_  
e-ID: \_\_\_\_\_ Campus Box No.: \_\_\_\_\_ College or School: \_\_\_\_\_  
Department: \_\_\_\_\_

Initial date of Temporary Instructor Assignment Assignment:

Termination Date:

Next date for eligibility

Temporary Instructor salary:

**NTTFA CBA**

6.6.23 A Lecturer may be given a temporary assignment as an Instructor, which are typically for a single year. Such temporary assignments may last up to but shall not exceed four consecutive semesters and are compensated at the appropriate Instructor rate. This type of temporary assignment may not to be repeated for the same individual until six semesters after the completion of this assignment. During the time of this assignment, Temporary Instructors are not considered probationary Instructors.

Nothing in this section prevents the University from permanently converting a Lecturer into an Instructor. If such a conversion does occur, time spent as a Temporary Instructor will be taken into account when establishing the length of the probationary period.

A Lecturer who is given a Temporary Instructor assignment shall retain the length of service accrued as a Lecturer up to the time of the Temporary Instructor appointment. The credit hours associated with the Temporary Instructor assignment will be added to the Lecturer's total cumulative credit hours on the seniority list. Such appointment to a Temporary Instructor position shall not be considered a break in service as a Lecturer.

Temporary Instructor Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Chair Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Dean Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**A copy of this form is sent to the Temporary Instructor, Office of the Provost, and the NTTFA.**