SENATE ACTION FORM

No. 1035

Subject: Contract-Renewable Rank Proposal

Reference to Senate Minutes dated: October 29, 2012

Senate Action:

MOTION: The Faculty Welfare Committee recommends the following amendments to the Board Policy Manual to reflect a contract-renewable rank proposal (see attachment)

VOTE: The motion passed unanimously.

Response requested:

_____ approval for placement in University Catalog
_____ approval for placement in University Regulations
____ X recommendation to Board for placement in Board Policy Manual
_____ none (sent as information item)
_____ other action requested/comments:

Faculty Senate Chair

Date

November 6, 2012

Administrative review of Senate action (unnecessary for information items):

_____ reviewed by General Counsel. Check ______ if comments attached

_____ reviewed by VPAA/Provost. Check ______ if comments attached

Presidential action:

_____ approve; _____ reject; _____ return to Senate for discussion/modification (comments attached)

President/Designated Administrative Officer

Date

Date of Board approval (if applicable):

PLEASE RETURN SIGNED ORIGINAL AND ATTACHMENT TO THE FACULTY SENATE OFFICE, BOX 75.
FACULTY WELFARE (Contract-Renewable Rank Proposal)

MOTION: The Faculty Welfare Committee recommends the following amendments to the Board Policy Manual to reflect a contract-renewable rank proposal: Sections 1-1-301, 1-1-302. 2-3-103. 2-3-201. 2-3-202. 2-3-301. 2-3-302.

Part 3 Faculty.

1-1-301 Faculty Contracts.

Faculty contracts are of four types and are denominated, adjunct, contract-renewable, tenure-track and tenure. The basic, but not exclusive, distinctions between these contracts are as follows:

1-1-301(1) Adjunct. An adjunct contract is typically made when there is an unexpected need for a faculty member’s services during a semester. Faculty in adjunct positions are not considered to be continuing faculty for the purposes of distribution of any salary increase monies available each fiscal year [See 3-3-701(1) Faculty Compensation Procedures]. Adjunct positions are not faculty budget line positions. Employment under an adjunct contract automatically terminates at the end of the contract period. [See also 2-3-202(1) Adjunct].

No ranks are available to adjunct faculty.

1-1-301(2) Contract-Renewable. A contract for a contract-renewable position is for a designated period not to exceed one year and automatically terminates upon the expiration of that period. Contract-renewable positions are used when there is an expectation of an on-going need for the services provided outside of a tenure-track appointment, or for Clinical Faculty, Visiting Faculty, Research Faculty, or Professionals-in-Residence [See 2-3-305 academic Titles]. Individuals in contract-renewable positions, except Lecturers and Visiting Faculty, are eligible for consideration for promotion to the next higher rank if they meet the minimum requirements for that rank [See 2-3-302 Rank Requirements]. **Instructors can be promoted through the sequence of assistant professor, associate professor, and professor. Lecturers can be promoted through the ranks of lecturer and senior lecturer.** Contract-renewable positions may be converted to tenure-track positions according to 3-3-201(1) Contract-renewable Faculty). Re-employment of an employee after termination of a contract for a contract-renewable position is solely within the discretion of the University. However, faculty in contract-renewable positions are considered to be continuing faculty for the purposes of distribution of any salary increase monies available each fiscal year [See 3-3-701(1) Faculty Compensation Procedures]. Contract-renewable positions are funded through faculty budget lines. [See also 2-3-201 Faculty Contracts.]

1-1-301(3) Tenure-Track. A tenure-track contract is for a designated period not to exceed one academic year and automatically terminates upon the expiration of that period. Employment under a tenure-track contract entitles an employee to written notice in accordance with University policy if the University determines not to rehire the employee during the subsequent academic year. [See also 2-3-201(2) Tenure-Track.] Faculty in tenure-track positions are considered to be continuing faculty for the purposes of distribution in any salary increase monies available each fiscal year [See 3-3-701(1) Faculty Compensation Procedures].

1-1-301(4) Tenure. A tenure contract is for an academic year and gives the faculty member the contractual right to be employed for succeeding academic years until the faculty member retires (voluntary or mandatory), is discharged for cause, or is terminated pursuant to a reduction in force approved by the BOT, or becomes permanently disabled or dies. This contract is subject to the terms and
conditions of employment which exist from academic year to academic year but such terms shall not be inconsistent with this policy nor shall a faculty member be reduced in rank except for just cause or pursuant to a reduction in force approved by the BOT. For purposes of this policy, academic year means that period of time encompassed by fall and spring semesters unless otherwise specifically defined in an individual employment contract. [See also 2-3-201(3) Tenure.] Faculty in tenure positions are considered to be continuing faculty for the purposes of distribution in any salary increase monies available each fiscal year [See 3-3-701(1) Faculty Compensation Procedures].

1-1-302 Academic Rank and Titles.

Academic ranks used for faculty shall consist of lecturer, instructor, senior lecturer, assistant professor, associate professor, and professor. These ranks and titles shall be granted in accordance with University regulations and procedures adopted and maintained by the President in accordance with the ordinary governance process, and shall be subject to the final approval of the BOT. Minimum standards for academic rank shall be established as a means of aiding the University to obtain qualified personnel and to encourage continued professional growth through recognition of the individual's accomplishments in the classroom, in research, in professional activities or in other pursuits for the best interests of the University. These standards do not necessarily in and of themselves constitute qualifications for hiring or promotion. The common minimum standard involves the academic background as determined by the highest degree earned by the individual. Other criteria, when applicable, may be considered by the University in lieu of formal degree requirements. Although faculty ranks are limited to lecturer, instructor, senior lecturer, assistant professor, associate professor, or professor, academic titles may be used for some faculty. Titles may include but are not limited to visiting Faculty, Clinical Faculty, Research Faculty, and Professional-in-Residence (e.g., Artist-in-Residence, Executive-in-Residence, etc.). [See also 2-3-301, et seq., Academic Ranks and Titles.

2-3-103 Organization of the Faculty.

2-3-103(2) Membership of the Faculty.

(a) The faculty shall include the President of the University (President) and all persons who hold BOT appointments with a rank of lecturer, instructor, senior lecturer, assistant professor, associate professor, or professor. It shall also include adjunct faculty.

(b) Membership does not lapse because of leave of absence or transfer to emeritus status. Fellows, teaching assistants, and graduate assistants shall not have faculty status but may attend any meetings open to the faculty.

(c) The voting faculty shall be those members of the faculty defined above who hold at least .50 academic year full-time equivalent (FTE) instructional and/or research assignments in the colleges, and University Libraries, excluding deans and school directors, but including librarians. Faculty not meeting these criteria may petition the Faculty Senate for voting privileges.

(d) A current list of voting faculty shall be established and maintained by the Faculty Senate. (e) Only voting faculty are eligible to be elected to serve on the Faculty Senate and other representative faculty committees as defined in 2-3-104(3), Representative Faculty Committees.
Part 2 Faculty: Definition and Contracts.

2-3-201 Faculty Definition and Contracts.

The faculty shall include the President and all persons who hold BOT appointments with a rank of lecturer, instructor, senior lecturer, assistant professor, associate professor, or professor. It shall also include adjunct faculty. The faculty shall not include those exempt employees defined by 3-3-301, Faculty Status.

2-3-202 Faculty Contracts.

There are four types of faculty contracts which are designated as: “adjunct”, “contract-renewable”, “tenure-track”, and “tenure”. The basic, but not exclusive, distinctions between these contracts are as follows:

2-3-202(2) Contract-Renewable. A contract for a contract-renewable position is for a designated period not to exceed one year and automatically terminates upon the expiration of that period. Contract-renewable positions are used when there is an expectation of an on-going need for the services provided outside of a tenure-track appointment, or for Clinical Faculty, Visiting Faculty, Research Faculty, or Professionals-in-Residence [See 2-3-305 Academic Titles]. Individuals in contract-renewable positions, except Lecturers and Visiting Faculty, are eligible for consideration for promotion to the next higher rank if they meet the minimum requirements for that rank [See 2-3-302 Rank Requirements]. Contract-renewable positions may be converted to tenure-track positions according to 3-3-201(1) Contract-renewable Faculty. Re-employment of an employee after termination of a contract-renewable contract is solely within the discretion of the University. However, faculty in contract-renewable positions are considered to be continuing faculty for the purposes of distribution of any salary increase monies available each fiscal year [See 3-3-701(1) Faculty Compensation Procedures]. Contract-renewable positions are faculty budget line positions. [See also 3-3-201 Faculty Contracts].

Contract-renewable faculty will have one of the following ranks: Lecturer, Instructor, Senior Lecturer, Assistant Professor, Associate Professor, and Professor [See 2-3-301 Academic Ranks and 2-3-901(4) Promotion of Instructors].

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2-3-301 Academic Ranks.

Academic ranks used for faculty shall consist of lecturer, instructor, senior lecturer, assistant professor, associate professor, and professor. These ranks and titles shall be granted in accordance with University regulations and procedures adopted and maintained by the President in accordance with the ordinary governance process, and shall be subject to the final approval of the BOT.

There are three types of contract-renewable faculty not holding professorial rank [See 2-3-202(2) Contract-Renewable]. They are lecturer, senior lecturer, and instructor. Neither of these ranks is considered higher than the other.

(i) The rank of Lecturer and senior lecturer is reserved for contract-renewable faculty not holding professorial rank whose highest degree is a master’s degree or equivalent, who do not have contractual duties in the area of scholarly and other professional activities. Lecturers can be promoted to the rank of senior lecturer.

(ii) The rank of Instructor is reserved for contract-renewable faculty not holding professorial rank whose highest degree is a Ph.D., other terminal degree, or the equivalent, who do have contractual duties in the area of scholarly and other professional activities. Instructors can be promoted
through the ranks of assistant professor, associate professor, and professor.

2-3-302 Rank Requirements.

Minimum standards for academic rank shall be established as a means of aiding the University to obtain qualified personnel and to encourage continued professional growth through recognition of the individual's accomplishments in the classroom, in research, in professional activities or in other pursuits for the best interests of the University. These standards do not necessarily in and of themselves constitute qualifications for hiring or promotion. The common minimum standard involves the academic background as determined by the highest degree earned by the individual. Other criteria, when applicable, may be considered by the University in lieu of formal degree requirements.

1. **Instructor/Lecturer:** The minimum preparation is:

   (a) the master's degree in the discipline in which the faculty member will have primary teaching responsibility, or

   (b) the master's degree in another discipline and at least 18 hours of graduate work in the discipline in which the faculty member will have primary teaching responsibility, or

   (c) completion of all the requirements for a terminal degree except for the dissertation or its equivalent in the discipline in which the faculty member will have primary teaching responsibility, or

   (d) qualifications as outlined in 2-3-303 Equivalencies.

2. **Senior Lecturer:** The minimum preparation is completion of at least seven (7) years of successful academic performance and

   (a) the master's degree in the discipline in which the faculty member will have primary teaching responsibility, or

   (b) the master's degree in another discipline and at least 18 hours of graduate work in the discipline in which the faculty member will have primary teaching responsibility, or

   (c) completion of all the requirements for a terminal degree except for the dissertation or its equivalent in the discipline in which the faculty member will have primary teaching responsibility, or

   (d) qualifications as outlined in 2-3-303 Equivalencies.

3. **Instructor/Lecturer:** The minimum preparation is:

   (a) the master's **doctorate** degree, other terminal degree, or equivalent in the discipline in which the faculty member will have primary teaching responsibility, or

   (b) the master's **doctorate** degree, other terminal degree, or equivalent in another discipline and at least 18 hours of graduate work in the discipline in which the faculty member will have primary teaching responsibility, or

   (c) completion of all the requirements for a terminal degree except for the dissertation or its equivalent in the discipline in which the faculty member will have primary teaching responsibility, or

   (d) qualifications as outlined in 2-3-303 Equivalencies.
Assistant Professor: The minimum preparation is:

(a) the **master's doctorate** degree, **other terminal degree, or equivalent** in the discipline in which the faculty member will have primary teaching responsibility, or

(b) the **master's doctorate** degree, **other terminal degree, or equivalent** in another discipline and at least 18 hours of graduate work in the discipline in which the faculty member will have primary teaching responsibility, or

(c) completion of all the requirements for a terminal degree except for the dissertation or its equivalent in the discipline in which the faculty member will have primary teaching responsibility, or

(d) qualifications as outlined in 2-3-303 Equivalencies.

Associate Professor: The minimum preparation shall be an appropriate earned doctorate or other academic degree and/or professional certification considered terminal in the field, or qualifications as outlined in 2-3-303 Equivalencies, and four (4) years of successful academic performance.

Professor: The minimum preparation shall be an appropriate earned doctorate or other academic degree and/or professional certification considered terminal in the field, or qualifications as outlined in 2-3-303 Equivalencies, and completion of at least seven (7) years of successful academic performance. Substantial evidence must be presented to document outstanding professional performance.