



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 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 resigns, 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.]

1-1-303 Faculty Responsibilities and Conditions of Employment.

The President, through the ordinary governance process, shall adopt and maintain regulations and procedures governing faculty employment, faculty teaching responsibilities, compensation, course loads, conflicts of interest, leaves, and other matters affecting faculty duties. [See also 2-3-401, et seq., Faculty Responsibilities and Conditions of Employment.]

1-1-303(1) Faculty Workload Policy. The faculty workload policy is designed to establish guidelines for assignments of faculty workload. The Chief Academic Officer (CAO) is responsible for monitoring college workload assignments and providing appropriate reports in accordance with University policy, State law, and Colorado Commission on Higher Education requests.

1-1-304 Curriculum.

The BOT recognizes that curriculum design is within the purview of the faculty. The BOT authorizes a curriculum approval process in which changes to academic programs and courses are initiated by the affected academic unit. These changes are reviewed for their academic desirability by faculty committees at the academic unit and college levels. Implementation, including resource availability and compliance with external stakeholder requirements, shall be determined by the appropriate unit leader, dean, and the CAO (or delegate). The addition of new credentials to the catalog, and changes to academic programs that result in requirements which exceed maximum credit hours required by the State of Colorado require the approval of the BOT.

1-1-305 Academic Freedom and Professional Ethics.

Academic freedom is the right to pursue and share ideas, information and knowledge without institutional or governmental interference. Faculty members are entitled to academic freedom. Implicit in the right to academic freedom in their teaching, their

scholarly and artistic activities, and in the dissemination of the results of those activities. Also implicit in the right to academic freedom is faculty adherence to professional ethics.

Faculty members recognize the special responsibilities placed upon them. Their primary responsibility to their discipline is to seek and to state the truth as they see it. To this end, they spend energy on developing and improving their scholarly competence. They accept the obligation of exercising critical self-discipline and judgment in using, extending and transmitting knowledge. They practice intellectual honesty.

As teachers, faculty members encourage the free pursuit of learning in their students and hold before them the best scholarly standards of their discipline. They demonstrate respect for students as individuals and serve as their intellectual guides and counselors. They make every reasonable effort to foster honest academic conduct and to assure that evaluations reflect the true merit of student work. They respect the confidential nature of the teacher-student relationship and avoid any exploitation of students for private advantage and acknowledge significant assistance from them. Faculty members protect the students' academic freedom.

As a colleague, the faculty member has obligations that derive from common membership in the community of scholars:

- (1) to respect and defend the free inquiry of associates
- (2) to show due respect for the opinions of others in the exchange of criticism and ideas
- (3) to acknowledge academic debts and to strive to be objective in the professional judgment of colleagues
- (4) to accept a share in the faculty responsibilities for the governance of the institution.

As members of an academic institution, faculty members seek above all to be effective teachers and scholars. Although they observe the stated regulations of the institution, provided these do not contravene academic freedom, they maintain the right to criticize and seek revision. When considering the interruption or termination of their service, faculty members recognize the effect of this decision upon the program of the institution and give due notice of their intentions.

As members of society, faculty members have the rights and obligations of any citizen.

They measure the urgency of these obligations in the light of their responsibilities to their discipline, to students, to the profession, and to the institution. When speaking or acting as private persons, faculty members avoid creating the impression of speaking or acting for the University. As citizens engaged in a profession that depends upon freedom for its health and integrity, faculty members have a particular obligation to promote conditions of free inquiry and to further public understanding of academic freedom.

1-1-306 Faculty Salaries.

The President, through the ordinary governance process shall adopt regulations and procedures establishing an equitable process for recommending faculty compensation and salary distribution. However, the final authority over compensation, distribution and amounts budgeted for faculty salaries is reserved to the discretion of the BOT. [See also 3-3-701, et seq., Faculty Salaries.]

1-1-307 Faculty Evaluation.

Faculty evaluation and the process used to evaluate faculty reflects our collective responsibility for providing a basis for professional growth and development. Faculty and administrators play an important role in establishing the institution's mission, in providing feedback, in assessing performance, and supporting the context for individual faculty professional development. Our faculty evaluation process is built on faculty and administrators working together to promote a caring and trusting community within colleges and the university at large, working to support honest and transparent faculty assessment, and encouraging dialogue and discussion among faculty.

1-1-307(1) Purposes and Intent of Evaluation.

Together, the faculty and administration aspire to be a university of distinction, recognized for excellence in teaching and learning centered on academic scholarship, research, and creative works. The following policies for the evaluation of faculty have been established to provide an equitable and fair assessment of each individual faculty member and their contribution within the context of the explicit goals of the institution, as reflected in the mission and strategic plan.

The purposes and intent of faculty evaluations are:

- (a) to provide a regular, systematic evaluation of performance that

contributes to the mission and goals of the University, the colleges and the departments/schools/programs.

- (b) to provide support and opportunities for professional development and renewal
- (c) to assess progress toward tenure and promotion and to be the foundation for tenure, promotion, and post-tenure review decisions
- (d) to recognize individual excellence and achievement
- (e) to provide a basis for merit salary increases
- (f) and to provide adequate feedback on how to improve for those who are not achieving at satisfactory levels.

The intent of the procedures is that the evaluation be done by peers in the discipline and as appropriate, by peers with interdisciplinary expertise relative to the faculty member's role. The evaluation process should encourage excellence in both traditional and innovative approaches to teaching, research, scholarship and creative works, and service. [See also 2-3-801 Faculty Evaluation and 3-3-801 Faculty Evaluation.]

1-1-307(2) General Principles.

- (a) individuals will be evaluated according to their documented responsibilities and job description which may cover teaching, research, scholarship and creative works, and service. These expectations are to be defined by the evaluatee's program area with unit, college, and University consideration of the mission and goals.
- (b) the evaluation shall be based on the process described in 2-3-801(3)(b).
- (c) evaluations must be consistent with principles of academic freedom, due process, and principles of tenure (for tenured faculty).
- (d) faculty members may appeal the results of the review process using established faculty grievance procedures. [See 2-3-1201 Faculty Grievance.]

1-1-307(3) Post-Tenure Review.

All faculty at the University are subject to annual/biennial/triennial review and comprehensive post-tenure review. Faculty review and evaluation at the University has long included a comprehensive, summative, multi-year requirement, as well as an annual/biennial/triennial review process. Both of these

review procedures meet the guidelines developed by the Colorado Commission for Higher Education for post-tenure review. The review process at the University is based on a faculty peer review system within discipline or interdisciplinary areas.

Review will provide regular and systematic evaluation of performance of faculty in the areas of teaching, research, scholarship and creative works, and service. Assessment of faculty performance in these areas will review their established responsibilities as determined by workload assignment. Faculty will consult with their department chair/school director /program coordinators regarding their individual assignment areas. This will allow the adjustment of their activities as goals for individuals and the University change. Such consultation will provide for the encouragement of professional development and renewal, and individual excellence and achievement. Post-tenure review will encourage faculty to engage in activities that contribute to the mission and goals of the University, the colleges, departments, schools, and program areas. Review will ensure that faculty members are fulfilling their University responsibilities, and will assist faculty who are not achieving at satisfactory levels to do so. Evaluations must be consistent with principles of academic freedom, the tenure system, due process, and other protected rights.

1-1-308 Promotion.

Promotion at the University provides a mechanism for the recognition of personal contributions of faculty members to the mission of the University and reputation as well as a professional contribution of the advancement of the state of the art and the society at large. While judgment of potential contributions must necessarily be based on past performance, it is expected that persons achieving a given rank will continue to take initiatives which are valued by the institution.

Although the administration of promotion policies at the University must be equitable, it must not be perceived as implying identical standards for types of contributions by each individual faculty member. The promotion policy must facilitate the recognition of diverse potentials which harmonize individual competence and initiative with institutional needs and values. The promotion policy attends to both the quality and quantity of contributions, with greater emphasis on the former.

Specific academic or professional qualifications and performance guidelines shall be established by program area faculty in consultation with the department chair/school director. These must be written and maintained in consultation with the departments/schools of the respective college and shall be approved by the

appropriate dean and the Chief Academic Officer. [See also 2-3-901, et seq., Promotion and Tenure Guidelines.]

1-1-309 Faculty Leaves.

The sabbatical leave program is designed to provide an opportunity for growth and renewal for tenured faculty members. Sabbatical leaves must be for the manifest, demonstrable benefit of the University in meeting its responsibilities of teaching, scholarly and other professional activities, service and the advancement of knowledge and must contribute to the further development of an individual as a teacher-scholar. Sabbatical leaves are limited by fiscal resources of the institution and staffing considerations. These leaves, therefore, are competitive in nature and will be approved on the basis of specific requests, including outlines of proposed activities to be pursued during the course of the leave. The President, through the ordinary governance process, shall adopt and maintain regulations and procedures for administering sabbatical leaves. [See also 2- 3-1001, et seq., Faculty Leaves.]

1-1-310 Disciplinary Action of Tenured Faculty.

1-1-310(1) Internal Review. The President, through the ordinary governance process, shall adopt and maintain regulations and procedures for reviewing and making recommendations upon allegations of conduct constituting just cause for dismissal of tenured faculty from the University. Such regulations and procedures shall, at a minimum, contain the following steps:

- (a) hearing before an appropriately constituted faculty review panel;
- (b) an opportunity for advice and comment on the committee's recommendations by the Faculty Senate or an executive sub-group thereof;
- (c) review by the President.

Final authority regarding dismissal of charges against a tenured faculty member or discipline short of termination shall reside with the President. Final authority regarding the termination of a tenured faculty member is reserved to the BOT. The BOT will review a Presidential recommendation for dismissal in order to determine that sufficient evidence of just cause exists and that the faculty member was given a fair and reasonable opportunity to contest or respond to the allegations against them and/or to present mitigating circumstances. If the President recommends termination of a tenured faculty member, the affected faculty member may file with the BOT a written request for the BOT to review the findings and recommendations of the President within ten calendar days after receipt of a copy

thereof. If the affected faculty member fails or neglects to file such a request with the BOT within ten days, the BOT may deem the findings and recommendations to be uncontested and may take whatever final action they may deem appropriate. If the affected faculty member files a written request for review with the BOT within ten days, the BOT shall conduct a review in accordance with procedures it deems appropriate to the circumstances of the case and in the best interests of the affected faculty member and the University. The BOT may adopt, modify, or reject the findings or recommendations of the President. A written copy of the formal action taken by the Trustees shall be given to the affected faculty member or the counsel of record. The decision of the BOT shall be based on the above standards and shall be final.

1-1-310(2) Suspension. In exceptional cases which in the judgment of the President threaten direct and immediate injury to the public reputation or essential functions of the University, the President may authorize the suspension of a person complained against pending a determination of the charges. [See also 2-3-1101(3)(a) Initiation of Proceedings.]

1-1-310(3) Dismissal. Faculty members holding tenure can be dismissed if there is a reduction in force following the procedures prescribed in 2-3-1301(5), Reduction in Force; or for cause, meaning either:

- (a) unsatisfactory performance determined according to the procedures prescribed in 2-3-801, et seq., Faculty Evaluation, or
- (b) acts or failures to act which are reasonably likely to harm or threaten harm to any person, or
- (c) unlawful acts which are reasonably likely to affect performance at the University or the welfare of the University community. Any dismissal for cause shall follow the procedures set forth 2-3- 1101(3), et seq., Dismissal.

Before a recommendation is made to the BOT to dismiss any faculty member for cause, the due process procedures prescribed in this section shall be followed.

These procedures are not applicable to cases involving voluntary resignations and do not preclude informal consultations among the President, the (CAO), academic deans, directors, chairs of departments, and members of the University faculty which may result in resignation or a resolution of the case.

1-1-311 Faculty Grievance.

The President, through the ordinary governance process, shall adopt and maintain regulations and procedures for the review and redress of faculty grievances. Final authority over the resolution and/or redress of grievances shall rest with the President. It is in the best interest of and the responsibility of all faculty to attempt resolution of alleged or perceived grievances in a collegial fashion through the use of the grievance process prior to asserting claims against the University through outside agencies or the use of State or federal courts. [See also 2-3-1201, et seq., Faculty Grievance.]

Policy History

1-1-301 FACULTY CONTRACTS.

Subsection 1-1-301(2) Contract Renewable amended (Nov 2012)
Section 1-1-301 Faculty Contracts amended (Nov 2011)
Subsection 1-1-301(1) Term deleted and replaced (Nov 2011)
Subsection 1-1-301(2) Contract Renewable amended (Nov 2011)
Subsection 1-1-301(3) Tenure Track amended (Nov 2011)
Subsection 1-1-301(4) Tenure amended (Nov 2011)

1-1-302 ACADEMIC RANK AND TITLES.

Section 1-1-302 amended (Nov 2012)
Section 1-1-302 amended (Nov 2011)

1-1-304 CURRICULUM

Section 1-1-304 amended (Dec 2024)

1-1-307 FACULTY EVALUATION.

Subsection 1-1-307(3) Post-Tenure Review amended (Jun 2021)
Section 1-1-307(1)(2)(3) Faculty Evaluation amended (Jul 2016)
Subsection 1-1-307(1)(e) Purposes and Intent of Evaluation amended (May 2011)
Subsection 1-1-307(3) Post-Tenure Review amended (May 2011)

1-1-308 PROMOTION.

Section 1-1-308 unnumbered paragraph three amended (May 2011)