



April 8, 2021

Ana Mari Cauce, President
Office of the President
301 Gerberding Hall
Box 351230

Dear President Cauce:

In accordance with the rules, the faculty has approved the *Faculty Code* amendment in Class A Bulletin No. 150: Title Cleanup.

The results of the election submitted to the faculty for vote on February 5, 2021 are:

Total ballots distributed electronically:	4,919
Total ballots returned:	1,227
Percent of faculty who voted:	25%
Percentage of "yes" votes:	90.22%
Percentage of "no" votes:	4.81%
Percentage of "abstentions:"	4.97%

(The above percentage figures are based on ballots recorded electronically by the Catalyst Group.)

Attached is Chair Robin Angotti's certification that the faculty has voted to approve the changes as proposed in Class A Bulletin No. 150. Before the *Faculty Code and Governance* can be revised, we need your approval. According to the *Faculty Code*, you have fourteen days to respond.

Sincerely,

Mike Townsend
Secretary of the Faculty

/jmb

Cc: Robin Angotti, Faculty Senate Chair
Margaret Shepherd, Chief Strategy Officer, Office of the President
Barbara Lechtanski, Director, University Policy and Rules Office
Maegan Reilly, Assistant to Chief Strategy Officer

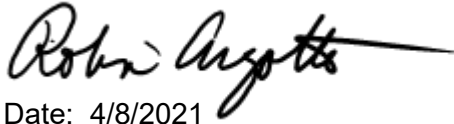
Class A Legislation #150

Proposed amendments to the Faculty Code.

Chapters 21, 24, and 25
(Related to: Title Cleanup)


CERTIFIED AS APPROVED:

Robin Angotti, Chair
Faculty Senate


Date: 4/8/2021

APPROVED:

Ana Mari Cauce
President


Date: 4/22/2021

GENERAL LEGISLATIVE ACTION

At its meeting on January 21, 2021, the Faculty Senate approved legislation that would amend the Faculty Code related to title cleanup. These changes have been approved at every step of the legislative process. The Faculty Council on Faculty Affairs has developed and approved this legislation.

Proposed Legislation Background and Rationale

There are three faculty titles in the code that do not reflect current practice: Research Associate, Senior Lecturer, and Full-Time Lecturer. This is a minor revision of the code to bring it in line with current practice.

What We Propose to Do

- 1. Delete the Research Associate title:** The union contract for postdoctoral scholars made this title obsolete, so we are proposing to remove all references to it from the code.
- 2. Delete the Senior Lecturer title:** As a result of the faculty vote to establish the Teaching Professor titles last year, all Senior Lecturers who were either full-time or on annual contracts at 50% FTE or more were converted to Associate Teaching Professors. However, there were a few part-time Senior Lecturers hired at less than 50% who were not converted, so we left that title in the code. As of now, there are no longer any faculty members with that title, and no further hires will be made with that title, so we are proposing to remove all references to it from the code.
- 3. Eliminate voting rights for Temporary Full-time Lecturers:** All full-time lecturers have been converted to Assistant Teaching Professors *except* those designated by the Office of Academic Personnel as "Lecturer Full-Time Temporary." This is a job title that can be conferred without a competitive search, intended to address unanticipated short-term instructional needs. Individuals with this title are limited to annual appointments for up to 3 consecutive years. It never made much sense for individuals with this title to be given voting rights, but the faculty code did not distinguish between temporary and non-temporary full-time lecturers. Now that the only remaining full-time lecturers are in the "temporary" category, we propose to remove voting rights from this title.

Operative Date of This Legislation

This proposal stipulates that the specific part of the legislation regarding voting rights for full-time lecturers (in Section 21-32) will not become operative until September 16, 2021. This is because temporary full-time lecturers already serving on full-year contracts might have been hired with the understanding that they would have voting rights. This legislation keeps those voting rights in place through the end of current contracts, but eliminates them for any future contracts.

All other parts of the legislation will become operative according to the usual timeline (as soon as the legislation is signed by the president).

Counter Arguments to Proposal

The legislation does not address the issue of a career path for faculty with teaching responsibilities who wish to remain part-time because of outside employment.

The Proposed Class A Legislation:

Be it resolved by the Faculty Senate to submit to the faculty for approval or rejection:

1. That Chapters 21, 24, and 25 of the Faculty Code be amended to read as shown below.
2. That the amendment to Section 21-32 shall become operative on September 16, 2021.
3. That all other amendments in this legislation shall become operative in accordance with the provisions of Section 29-38 A of the Faculty Code.

**Proposed Amendment to the Faculty Code:
(Additions are underlined; deletions are struck through)**

**University of Washington
Faculty Code and Governance
Faculty Code Chapters 21, 24, and 25**

Chapter 21

Organization of the University Faculty

Section 21-31 Membership in the Faculty

The University faculty consists of:

- The President,
- The Provost,
- The professors,
- The associate professors,
- The assistant professors,
- The ~~senior lecturers and~~ senior artists in residence,
- The professors of practice,
- The lecturers and artists in residence,
- The instructors,
- The teaching ~~and research~~ associates,

whether serving under visiting, acting, research, teaching, clinical, or affiliate appointment, whether serving part-time or full-time, and whether serving in an active or emeritus capacity. The faculty, beginning with the professor, are listed in order for purposes of determining voting eligibility based on superior rank.

Section 13-31, April 16, 1956; S-A 29, June 8, 1964, S-A 32, May 8, 1967, S-A 78, December 14, 1988: all with Presidential approval; RC, February 1, 2008; S-A 124, July 5, 2011; S-A 133, June 11, 2014: both with Presidential approval; RC, September 30, 2014; S-A 147, September 16, 2020: with Presidential approval.

Section 21-32 Voting Membership in the Faculty

A. Except as provided in [Subsection B](#) of this section the voting members of the University faculty are those faculty members holding the rank and/or title of:

- Professor, 50% appointment or greater,
- Research professor, 50% appointment or greater
- Teaching professor, 50% appointment or greater,
- Associate professor, 50% appointment or greater,
- Research associate professor, 50% appointment or greater,
- Associate teaching professor, 50% appointment or greater,
- Assistant professor, 50% appointment or greater,
- Research assistant professor, 50% appointment or greater,
- Assistant teaching professor, 50% appointment or greater,
- Full-time senior artist in residence,
- ~~Full-time lecturer,~~

- Full-time artist in residence, or
- A retired assistant professor, associate professor, or professor (including those with research or teaching titles), or a retired principal lecturer or senior lecturer, during the quarter(s) that person is serving on a part-time basis.

Section 13-31, April 16, 1956; S-A 32, May 8, 1967; S-A 37, February 8, 1971; S-A 45, January 17, 1975; S-A 78, December 14, 1988; S-A 98, May 12, 1998; S-A 103, March 6, 2001; S-A 108, June 21, 2002; S-A 124, July 5, 2011; S-A 133, June 11, 2014; S-A 141, May 24, 2018; S-A 147, September 16, 2020: all with Presidential approval.

Chapter 24

Appointment and Promotion of Faculty Members

Section 24-34 Qualifications for Appointment at Specific Ranks and Titles

B. Qualifications for Appointments with Specific Titles

1. Lecturer and artist in residence are instructional titles that may be conferred on persons who have special instructional roles. Appointments may be renewed pursuant to [Section 24-53](#).
2. Senior ~~lecturer and senior~~ artist in residence ~~are is an~~ instructional titles that may be conferred on persons who have special instructional roles and who have extensive training, competence, and experience in their discipline. Appointments may be renewed pursuant to [Section 24-53](#).
5. Appointment to one of the ranks in [Subsection A](#) above with a research title requires qualifications corresponding to those prescribed for that rank, with primary emphasis upon research. Tenure is not acquired under research appointments.

Research professor and research associate professor appointments are term appointments for a period not to exceed five years. The question of their renewal shall be considered by the voting faculty who are superior in academic rank to the person being considered and are faculty of the department (or undepartmentalized college or school) in which the appointments are held, except that the voting faculty at rank of professor shall consider whether to recommend renewal or non-renewal of the appointment of a research professor. Such consideration shall be conducted in accord with the provisions of [Section 24-53](#).

Research assistant professor appointments are for a term not to exceed three years with renewals and extensions to a maximum of eight years (see [Section 24-41, Subsection H](#).) The question of their renewal shall be considered by the faculty who are superior in academic rank to the person being considered and are faculty of the department (or undepartmentalized college or school) in which the appointments are held. Such consideration shall be conducted in accord with the provisions of [Section 24-41](#).

~~Research associate appointments are for a term not to exceed three years, with renewals to a maximum of six years. The question of their renewal shall be considered by the faculty who are superior in academic rank to the person being considered and are faculty of the department (or undepartmentalized college or school) in which the appointments are held. Such consideration shall be conducted in accord with the provisions of [Section 24-53](#).~~

Research faculty titles and the qualifications for them are described in [Section 24-35](#).

Section 13-31, April 16, 1956; S-A 23, February 22, 1959; S-A 32, May 8, 1967; S-A 33, June 13, 1967; S-A 37, February 8, 1971; S-A 64, May 29, 1981; S-A 78, December 14, 1988; S-A 81, January 30, 1990; S-A 94, October 24, 1995; S-A 97, January 10, 1997; S-A 103, March 6, 2001; S-A 108, June 21, 2002; S-A 109, June 5, 2003: all with Presidential approval; RC, April 18, 2006; S-A 124, July 5, 2011; S-A 133, June 11, 2014; S-A 140, June 26, 2017; S-A 142, June 22, 2018; S-A 147, September 16, 2020: all with Presidential approval.

Section 24-35 Research Personnel Appointments

- A. Research titles designate appointments for faculty whose primary responsibility is research. The research titles are:
- Research professor
 - Research associate professor
 - Research assistant professor
 - **Research associate**
- B. Research professors, research associate professors, and research assistant professors are eligible for appointment to the graduate faculty, are expected to take active roles in generating research funding, and are eligible to act as principal investigators for grants and contracts. Research faculty may participate in the regular instructional program but are not required to do so, except insofar as required by their funding source.
- C. ~~Research associate is considered a junior rank equivalent to instructor. This junior faculty appointment, which requires the same qualifications as those of an instructor, normally serves to advance the competence of a person who has recently completed higher professional training, in most fields marked by a doctoral degree. Appointees will work under the direction of principal investigators for the benefit of the research programs, the department's educational program, and their own professional growth. Research associates may not be principal investigators on research grants or contracts.~~

S-A 64, May 29, 1981; S-A 81, January 30, 1990: both with Presidential approval.

Section 24-41 Duration of Nontenure Appointments

B. Lecturer, Artist Residence, and Professor of Practice

1. Appointment as a full-time artist in residence shall be for a term not to exceed five years.

Appointment as a full-time lecturer shall be for a term not to exceed one year. Such appointments are limited to three consecutive years.

The normal appointment period of a part-time lecturer or artist in residence shall be for one year or less with exceptions to be reviewed by the Provost.

2. Appointment as a full-time senior artist in residence shall be for a term not to exceed five years.

The normal appointment period of a part-time ~~senior lecturer~~ or senior artist in residence shall be for one year or less with exceptions to be reviewed by the Provost.

3. Except as provided in [Subsection B.4](#) below, at least six months (or three months in the case of an initial annual appointment) before the expiration date of an appointment of a full-time lecturer, artist in residence, senior artist in residence, or professor of practice, the dean shall determine, pursuant to [Section 24-53](#), whether this appointment shall be renewed and shall inform the faculty member in writing of the decision.

4. A renewal decision in accord with [Subsection B.3](#) above is not required where an initial appointment of a full-time lecturer, artist in residence, senior artist in residence, or professor of practice, is for one year or less and the appointment is identified at the time of appointment as not eligible for renewal.
5. Part-time appointments as lecturer, artist in residence, **senior lecturer**, and senior artist in residence are for the period stated in the letter of appointment. If such appointments are to be renewed the procedures in [Section 24-53](#) shall be followed in a timely manner with knowledge of funding availability and staffing needs.

Section 13-31, April 16, 1956; S-A 31, December 28, 1966; S-A 41, April 3, 1972; S-A 42, June 9, 1972; S-A 49, December 4, 1975; S-A 62, December 2, 1980; S-A 64, May 29, 1981; S-A 67, December 5, 1983; S-A 68, April 19, 1984; S-A 78, December 14, 1988; S-A 81, January 30, 1990; S-A 98, May 12, 1998; S-A 102, July 7, 2000; S-A 108, June 21, 2002: all with Presidential approval; RC, June 19, 2008; S-A 124, July 5, 2011; S-A 127, June 11, 2012; S-A 133, June 11, 2014; S-A 147, September 16, 2020: all with Presidential approval.

Section 24-52 Procedure for New Appointments

- C. In making new appointments administrative officers shall act in the manner prescribed below.
 1. If the appointment is to be a departmental one other than that of chair, the chair shall submit all available information concerning candidates suggested by the department, the chair, or the dean to the voting members of the department faculty. The voting faculty of an academic unit may, by majority vote, delegate authority to recommend the appointment of affiliate or clinical faculty, **research associates**, or annual or quarterly part-time lecturers to an elected committee of its voting faculty. In an undepartmentalized college or school, this delegation may be made to an elected committee of its voting faculty. The delegation shall expire one calendar year after it is made.

Section 13-31, April 16, 1956; S-A 24, June 23, 1959; S-A 126, June 11, 2012: all with Presidential approval.

Section 24-53 Procedure for Renewal of Appointments

When it is time to decide upon renewal of a nontenure appointment to the faculty ([Section 24-41](#)), the procedure described below shall be followed.

- A. The voting members of the appropriate department (or undepartmentalized college or school) who are superior in academic rank or title to the person under consideration shall decide whether to recommend renewal or termination of the appointment. Research faculty and teaching faculty shall be considered by voting faculty who are superior in rank to the person under consideration, except that the voting faculty at rank of professor shall consider whether to recommend renewal or non-renewal of the appointment of a research professor or teaching professor. Faculty with instructional titles outlined in Section 24-34, Subsections [B.1](#) and [B.2](#) shall be considered by voting faculty who hold a professorial rank or instructional title superior to the person under consideration. The voting faculty of an academic unit may, by majority vote, delegate authority to recommend the renewal of affiliate or clinical faculty, **research associate**, or annual or quarterly part-time lecturer appointments to an elected committee of its voting faculty.

Section 13-31, April 16, 1956; S-A 41, April 3, 1972; S-A 60, June 25, 1979; S-A 81, January 30, 1990; S-A 94, October 24, 1995; S-A 124, July 5, 2011; S-A 126, June 11, 2012; S-A 147, September 16, 2020: all with Presidential approval.

Section 24-57 Procedural Safeguards for Promotion, Merit-Based Salary, and Tenure Considerations

All procedures regarding promotion, merit-based salary, and tenure considerations outlined in the relevant sections of the Faculty Code must be followed. Open communication among faculty, and between faculty and administration, must be maintained in order to insure informed decision making, to protect the rights of the individual and to aid the faculty in the development of their professional and scholarly careers.

Each faculty member must be allowed to pursue those areas of inquiry which are of personal scholarly interest; at the same time, however, each faculty member must be informed of the expectations a department holds for him or her and of the manner in which his or her activities contribute to the current and future goals of the department, school, college, and University. In order to enable the faculty member to establish priorities in the overall effort of professional career development and to fulfill the University's obligations of fair appraisal and continual monitoring of faculty development, the following procedural safeguards shall be adopted in each department, school, or college.

A. Assessment of Teaching Effectiveness

To implement the provision stipulated in [Section 24-32, Subsection C](#), the standardized student assessment of teaching procedure which the University makes available may be used for obtaining student evaluation of teaching effectiveness, unless the college, school, or department has adopted an alternate procedure for student evaluation, in which case the latter may be used. Each faculty member shall have at least one course evaluated by students in any academic year during which that member teaches one or more courses. The teaching effectiveness of each faculty member also shall be evaluated by colleagues using procedures adopted within the appropriate department, school, or college.

The collegial evaluation of teaching effectiveness shall be conducted prior to recommending any renewal of appointment or promotion of a faculty member. In addition, for faculty at the rank of assistant professor, or associate professor or professor "without tenure" under Chapter 25, [Section 25-32, Subsection D](#), or with the instructional title of lecturer the collegial evaluation shall be conducted every year. For other faculty at the rank of associate professor or professor or with the title of senior lecturer, or professor of practice the collegial evaluation shall be conducted at least every three years. A written report of this evaluation shall be maintained and shared with the faculty member.

B. Yearly Activity Report

Each department (or undepartmentalized college) shall adopt a suggested format by which each faculty member will have the opportunity to provide information on professional activities carried out during the prior year. These reports shall be prepared in writing by each faculty member and submitted to the chair (or dean) in a timely fashion each year, and shall be used as reference and as a source of information for consideration of promotion, merit salary, or tenure. These forms shall be used as evidence for recommendations of promotion, merit salary, or tenure. Such information may be updated by a faculty member at any time during the academic year.

C. Regular Conference with Faculty

Each year the chair, or where appropriate the dean or his or her designee, shall confer individually with all full-time lecturers, assistant professors, and associate professors and professors "without tenure" appointed under Chapter 25, [Section 25-32, Subsection D](#). The chair (or dean or his or her designee) shall confer individually with the other associate professors and senior lecturers at least every two years, and with the other professors and professors of practice at least every three years. The purpose of the regular conference is to help individual faculty members plan and document their career goals. While the documentation of those goals will be part of the faculty member's record for

subsequent determinations of merit, the regular conference should be distinct from the merit review pursuant to [Section 24-55](#).

At each such conference, the chair, dean, or his or her designee, and the faculty members shall discuss:

1. The department's present needs and goals with respect to the department's mission statement and the faculty member's present teaching, scholarly and service responsibilities and accomplishments;
2. Shared goals for the faculty member's teaching, scholarship, and service in the forthcoming year (or years, as appropriate) in keeping with the department's needs and goals for the same period; and
3. A shared strategy for achieving those goals.

The chair, dean, or his or her designee and the faculty member shall discuss and identify any specific duties and responsibilities expected of, and resources available to, the faculty member during the coming year(s), taking into account the academic functions described in [Section 24-32](#). The chair, dean, or his or her designee should make specific suggestions, as necessary, to improve or aid the faculty member's work.

S-A 64, May 29, 1981; S-A 79, May 31, 1989; S-A 99, July 9, 1999; S-A 107, June 20, 2002; S-A 124, July 5, 2011; S-A 129, April 16, 2013; S-A 133, June 11, 2014; S-A 147, September 16, 2020: all with Presidential approval.

Chapter 25

Tenure of the Faculty

Section 25-32 Criteria for Tenure

C. A faculty member does not acquire tenure under:

1. An acting appointment, or
2. A visiting appointment, or
3. Any appointment as lecturer, artist in residence, **senior lecturer**, senior artist in residence, or
4. An appointment as teaching associate, or
5. An appointment as professor of practice, or
6. Any appointment specified to be without tenure, or
7. An adjunct appointment, or
8. A research appointment, or
9. A teaching appointment, or
10. A clinical appointment, or
11. An affiliate appointment, or

12. Any other appointment for which the University does not provide the salary from its regularly appropriated funds, unless the President notifies the appointee in writing that tenure may be acquired under such appointment.

Section 13-31, April 16, 1956; S-A 22, April 18, 1958; S-A 25, October 29, 1959; S-A 26, December 19, 1960; S-A 32, May 8, 1967; S-A 37, February 8, 1971; S-A 41, April 3, 1972; S-A 61, February 22, 1980; S-A 67, December 5, 1983; S-A 78, December 14, 1988; S-A 81, January 30, 1990; S-A 98, June 2, 1998; S-A 124, July 5, 2011; S-A 129, April 16, 2013; S-A 133, June 11, 2014; S-A 147, September 16, 2020: all with Presidential approval.

Approved by:
Senate Executive Committee
November 16, 2020

Approved by:
Faculty Senate
December 3, 2020

Approved by:
Senate Executive Committee
January 4, 2021

Approved by:
Faculty Senate
January 21, 2021