

University of Washington
Faculty Council on Faculty Affairs
October 15, 2013, 9:30 am – 11:00 am
Gerberding 26

Meeting Synopsis:

1. Call to Order
 2. Approval of the Minutes from October 1, 2013
 3. Announcements
 - a. Update on Class A Legislation on Academic Freedom
 - b. Repository of Council Documents on Catalyst
 - c. Procedure for Future Minutes Distribution
 - d. Provost Communications with AAUP
 4. Changes in the Faculty Code – Review of Housekeeping Changes
 5. New Classification to Faculty Ranks/Titles: Professor of Practice
 6. Adjourn
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1) Call to Order

The meeting was called to order by Chair Watts at 9:30 a.m.

2) Approval of the Minutes from October 1, 2013

A question was raised requesting clarification of the discussions from last meeting. Discussion ensued. Two changes were suggested to the minutes:

- “tired” – “tiered”
- “UW directory” – “UW policy directory”

The amended minutes received unanimous approval.

3) Announcements

Update on Class A Legislation on Academic Freedom

Watts provided an update on the Class A legislation on academic freedom. The draft was approved by the Senate Executive Committee (SEC) and will move to the Faculty Senate for discussion. During the SEC meeting there was a request for modifications. The administration made it clear that they would not approve this addition without consultation, prompting the creation of a small subgroup composed of Jim Gregory, Gail Stygall, and Gordon Watts to discuss the request in more detail. There have been several changes requested and agreed upon, including expanding the language of “academic freedom” to cover more than just the classroom setting. Also, there was a request to make it clear that there would be no ramifications for faculty members making statements that the university does not approve. The current draft has no explicit language and suggested language would include: “...may not result in adverse disciplinary action or merit evaluation.” Discussion ensued. The original legislation will be brought to the Senate floor and a motion will be introduced requesting these changes.

Repository of Council Documents on Catalyst

Watts announced the creation of a Workspace page for FCFA to collect and review internal committee documents in a centralized location.

Procedure for Future Minutes Distribution

Watts discussed a new method in revising council minutes. The current process of approving minutes takes too much time out of council meetings. In order to speed up the process FCFA members will have the opportunity to suggest revisions via track changes prior to upcoming meetings.

Provost Communications with AAUP

Concern was raised about the Provost's recent communications with AAUP. While the Provost's emails are informative in addressing AAUP's concerns, the discussions should be made with the entire faculty rather than a small population of professors. A recent example is the conversation around negotiations with faculty in the English department. Discussion ensued. It may be appropriate for the President's designee to address this concern with the Provost. Watts also suggested that he can approach the Provost regarding the matter if needed.

4) Changes in the Faculty Code –Review of Housekeeping Changes (Exhibit A)

Marcia Killien, Secretary of the Faculty, introduced housekeeping changes that need to be made to the Faculty Code. These changes address minor issues that do not require approval by the full faculty as part of legislation. Once FCFA reviews these changes Killien will present them to the UW Rules Coordinator, Rebecca Deardorff, for her to review. If Deardorff feels that some of these proposed changes are more than just simple housekeeping alterations, Killien will send those changes back to FCFA to discuss.

Section 22-41: Composition of the Senate

Killien is proposing reformatting the section to clearly explain the voting and non-voting membership of the Faculty Senate. There will not be any new information added to this section. For example, within the existing code the chair and vice-chair of the Faculty Senate are not listed as voting members of the Senate. Rather, their voting privileges are described in another section detailing their duties and responsibilities. Killien's proposed changes would simply reorganize this information together into one place. Discussion ensued. A comment was made to clarify the membership of deans and chancellors from UW Bothell and Tacoma since they have unique appointments.

Section 22-71.B: Class B Legislation

Killien's proposed changes would clarify the Class B legislative process. Currently, the language states Class B Senate actions are legislative actions other than Class A actions. This language is not helpful and should be updated to reflect the current process. Discussion ensued. A concern was raised that the language could be too broad in explaining how Class B legislation affects changes to university policies and procedures. For example, Class B legislation cannot change WAC regulations or a Presidential Executive Order. The original language is already too broad and it was suggested to draft language that is more focused. Discussion ensued regarding possible changes to the section. Killien will draft language and determine if it can be covered under "housekeeping changes".

Section 22-81: Minutes of Senate Meetings

The Faculty Code currently states that minutes of the Senate may be examined in the Secretary's office by any member of the faculty. This language is outdated since Senate minutes are available for examination by the public through the Senate's website. The proposed change specifies that the minutes are available for inspection, and does not list the method.

Section 28-41.A.5.B: Brief Adjudications

Killien pointed out that the section of the code uses the phrase "application panel" where it means "brief adjudication panel". It appears to be a housekeeping change to remove this confusion. However, Killien was unsure if this term was used in the past. Discussion ensued. If this term is only used in this one section of the Faculty Code, which it is, then it appears to be a simple housekeeping change. Vaughn volunteered to review the RCW that deals with the state Administrative Procedures Act to see if there is a cross-reference of the term "application panel" before determining if this is a typo.

Section 29-31.A: Provisions Subject to Amendment

Several items listed in this section are no longer part of the Faculty Code.

Section 21-52: Calling of Faculty Meetings

This section of code mandates an annual meeting of the faculty. Typically, this meeting has been interpreted as the President's annual address which is not technically accurate. Killien requested feedback on how to bring this section into line with current practice. Watts suggested eliminating a portion of Section 21-52.A which reads: "The faculty shall meet at least once in each academic year, and the President shall call such a meeting if none has otherwise been called." Removing this language reflects the process which is currently being followed. The council discussed whether the President's address could be interpreted as a faculty meeting. Killien pointed out that Section 21-52.B is a housekeeping change to clarify that the notice will be sent to voting faculty based on information available in the faculty database.

ACTION: Watts moved to remove the following language from Section 21-52.A which reads: "The faculty shall meet at least once in each academic year, and the President shall call such a meeting if none has otherwise been called." The motion received unanimous approval.

This change is not a housekeeping change and will be forwarded to the SEC for eventual review by the faculty.

5) New Classification to Faculty Ranks/Titles: Professor of Practice (Exhibit B)

Cheryl Cameron, Vice Provost for Academic Personnel, introduced a proposal that would create a new classification to faculty ranks and titles called "Professor of Practice". Cameron provided the following rationale for the new appointment type:

The proposed legislation would add a new appointment type called Professor of Practice. It would be held by a limited number of eminently qualified professionals whose contributions to the University (predominantly teaching, but could include teaching,

research and service) would have its foundation in a prior career of distinguished non-academic achievement (e.g., government, business, industry).

UW is interested in implementing this classification and Cameron has brought this issue to FCFA in order to discuss the possible changes that would result from this proposal. Through discussions with deans and chancellors, one reoccurring topic that was commonly mentioned in assisting their schools/colleges was the appointment of a new type of faculty classified as Professor of Practice.

Similar to peer institutions, this new classification would recognize individuals who have distinguished careers in the government, non-profit, academic, and business sectors and can bring important aspects of teaching to the university. This appointment type would focus more on the teaching mission of the university rather than research. While UW has appointment classifications, such as “acting” and “visiting” professors for temporary appointments, they do not fulfill the need envisioned for this appointment type. The intent is to create a position that allows for renewable appointments while recognizing an individual’s prior distinguished contributions outside of the university. The draft proposal has already been reviewed by the deans and chancellors and is now being presented to FCFA for discussion.

Concern was raised that the new Section 24-35 would recognize “distinguished” academicians and does not include “regular” academicians like UW researchers. In addition, there was a request for clarification of the term “field.” The intent of the language was to identify the individual’s professional field and highlights their particular background and professional experiences. For example, Built Environments may want somebody from the professional field who can enhance the teaching mission of their department. This individual might specialize in urban housing development and use their expertise as an architect to help prepare future planners. A comment was raised that while there is no opposition to the term “academicians”, the terminology may be confusing as it does not appear to focus on the group of people the language was written for.

Discussion ensued. There are good examples of individuals who have had long and distinguished academic careers and would like to transfer in order to teach for the remainder of their professional lives. This could also apply to deans from other institutions looking to close out their careers with the opportunity to develop programs that have been on their radar. A question was raised about creating a rank system under this classification. This was considered but the deans and chancellors agreed that this position is classified as a distinguished appointment, not an appointment with a career path.

Discussion ensued regarding the implications to the School of Medicine. A question was raised whether the title “Professor of Practice” could create dissonance amongst faculty and be contentious because it does not fit well with other appointments. It was suggested that the term “practice” might be confusing because any individual in the department who holds a medical degree can argue they “practice” medicine. There was a question whether by creating this classification and designating the “Professor of Practice” to some individuals and not others, would such an appointment type be misinterpreted as elitist.

It was pointed out that the term “Professor of Practice” is commonly used amongst peer institutions and refers to the fact that knowledge-creation also occurs outside of academia. Concern was raised that the inclusion of professionals entering the faculty ranks could be interpreted as allowing corporations into the university. Discussion ensued. Another concern was raised that this new classification could lead to the slow erosion of tenure-track faculty.

The largest concern appears to be the potential misuse or confusion with the many different titles already found across UW. One suggestion is to change the name to “Distinguished Professor of Practice” because the classification is meant to be a “distinguished” title. Discussion ensued about whether the term “distinguished” belongs in the title or clarified in the description of the appointment. Concern was raised that people will become confused if the term “distinguished” is not included in the title. On the other hand, it was acknowledged that there is benefit in using appointment terms common to the academy.

A question was raised about the voting status for this new classification. The draft proposal provides for voting status similar to researcher faculty, which limits voting eligibility on personnel actions. Professors of Practice would be eligible to vote on matters such as changes to curriculum.

Watts acknowledged that further discussion on this new classification would be required and will have this as an agenda item for the upcoming meeting.

6) Adjourn

The meeting was adjourned by Chair Watts at 11:00 a.m.

Minutes by Grayson Court, Faculty Council Support Analyst. gcourt@uw.edu

Present: **Faculty:** Watts (Chair), Adam, Buck, Janes, Johnson, Landis, Vaughn

President's Designee: Cameron

Ex-Officio Reps: Henchy, Rees

Guests: Jeff McNerney (ASUW Director of University Affairs)

Absent: **Faculty:** Stygall (on leave), O'Brien

Ex-Officio Reps: Zanotto

10/8/2013

FC Section	Text	Rationale
21-52	<p>Section 21-52 Calling of Faculty Meetings</p> <p>A. There shall be a meeting of the University faculty upon call of the President, or the Senate, or 10% of the voting members of the faculty. The faculty shall meet at least once in each academic year, and the President shall call such a meeting if none has otherwise been called.</p> <p>B. The Secretary of the Faculty shall fix the time and place of each faculty meeting and shall send notice thereof, together with a statement of the business to be transacted, to each member of the <u>voting</u> faculty.</p> <p>Section 13–31, April 16, 1956 with Presidential approval.</p>	<p>Question: is this current? Is this the President's annual address?</p> <p>Secretary can only send a notice to voting faculty based on faculty database available.</p>
22-41.	<p>Section 22-41 Composition of the Senate</p> <p>A. <u>The Senate consists of the following voting members:</u></p> <p><u>1. The President of the University shall be a member of the Senate with vote.</u></p> <p><u>2. The Chair of the Senate</u></p> <p><u>3. The Vice Chair of the Senate;</u></p> <p><u>B. The President of the University may appoint to the Senate with the right to speak but without vote vice presidents and the Provost or other administrative officer(s) who qualify as voting member(s) of the faculty under Chapter 21, Section 21-32 to serve at the pleasure of the President.</u></p> <p>E. 4. Chairs of faculty councils and Bothell and Tacoma faculty organizations who are not elected members of the Senate shall be ex officio members with vote. They shall serve in the Senate during their appointments as chairs and shall be considered to be members-at-large to whom the provisions of <u>Section 22-45</u> do not apply.</p> <p>F. 5. The other members of the Senate shall be voting members of the faculty who are elected in conformity with the following principles:</p> <p>a. These senators shall be democratically selected with care that small or minority groups are assured</p>	<p>Reformat consistent with 22.62 (SEC composition and adding members of the senate listed elsewhere in the FC for clarity).</p> <p>Chair & Vice-Chair are newly listed here. See 22.53.D. for reference.</p>

	<p>a voice in University</p> <p>b. Each school, college, or campus shall elect one senator for each 40 voting faculty, or fraction thereof, in the school, college, or campus.</p> <p>c. The elected faculty council of any school, college, or campus that elects more than one senator may choose to have its senators elected at large or assign its faculty to voting groups that will elect the senators. The council shall observe the guidance of Subsection F.1 above.</p> <p>d. The voting procedures of the school, college, or campus shall be filed with the Secretary of the Faculty.</p> <p>B. Ex officio members without vote are:</p> <p>D. 1. Chairs of college councils (elected faculty councils of schools and colleges) shall be ex officio members without vote. They shall serve in the Senate during their appointments as chairs and shall be considered to be members-at-large to whom the provisions of Section 22-45 do not apply. A college or school council may appoint one of its members as a designee to attend a Senate meeting in place of its chair when the chair is unavailable.</p> <p>E. 2. Deans of schools and colleges and the Dean of University Libraries who are not elected members of the Senate, and</p> <p>3. the presidents of the Associated Students of the University of Washington and the Graduate and Professional Student Senate</p> <p>B.4. The President of the University may appoint to the Senate with the right to speak but without vote vice presidents and the Provost or other administrative officer(s) who qualify as voting member(s) of the faculty under Chapter 21, Section 21-32 to serve at the pleasure of the President.</p>	
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22-71.B.	<p>B. Class B Senate actions are legislative actions <u>that amend the UW Policy Manual other than Class A actions the Faculty Code</u>. Such actions shall conform with procedures set forth in Section 22-74.</p>	Clarification.
22-81.	<p>Section 22-81 Minutes of Senate Meetings</p> <p>The minutes of the Senate <u>shall be made available for examination by -may be examined in the Secretary's office</u> by any member of the faculty. Section 13-31, April 16, 1956 with Presidential approval.</p>	Update to acknowledge electronic availability/posting on WEB.
28-41.A.5.b.	<p>Section 28-41 Brief Adjudications</p> <p>.....The Chair shall prepare a written report summarizing the nature of any case submitted to an Application Panel, the decision made as to the type of adjudication to be used and the basis of such decision and shall include such report in the records of the Adjudication Panel.....</p>	Correct Typo
29-31.A.	<p>Section 29-31 Provisions Subject to Amendment</p> <p>A. Provisions of the <i>Faculty Code</i>, <u>other than those which are statutes of the state, resolutions of the Board of Regents, or executive orders of the President</u>, may be amended as provided in this chapter.</p>	Update. Deleted sections are no longer part of <i>the Faculty Code</i> .

Section 21-31 Membership in the Faculty

The University faculty consists of:

- The president,
- The vice presidents,
- The professors,
- The associate professors,
- The assistant professors,
- The professors of practice and principal lecturers,
- The senior lecturers and senior artists in residence,
- The lecturers and artists in residence,
- The instructors,
- The teaching and research associates,

whether serving under visiting, acting, research, 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 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,
- Associate professor, 50% appointment or greater,
- Research associate professor, 50% appointment or greater,
- Assistant professor, 50% appointment or greater,
- Research assistant professor, 50% appointment or greater,
- Professor of practice, 50% appointment or greater.

- Full-time principal lecturer,
 - Full-time senior lecturer,
 - Full-time senior artist in residence,
 - Full-time lecturer,
 - Full-time artist in residence, or
 - A retired assistant professor, associate professor, or professor during the quarter(s) he or she is serving on a part-time basis, or a retired research assistant professor, research associate professor, or research professor during the quarter(s) he or she is serving on a part-time basis.
- B.** Notwithstanding the rank or title held, the following are **not** voting members of the faculty:

- Persons serving under acting or visiting appointments,
- Persons on leave of absence,
- Persons serving under clinical or affiliate appointments,
- Persons of emeritus status unless serving on a part-time basis,
- Persons serving under adjunct appointments insofar as their adjunct appointments are concerned.

[For definitions of faculty titles, see [Section 24-34](#).]

C. Research faculty may vote on all personnel matters as described in the *Faculty Code* except those relating to the promotion to and/or tenure of faculty to the following ranks and titles:

- Senior artist in residence
- Senior lecturer,
- Principal Lecturer,
- Associate professor,
- Professor,
- Associate professor WOT,
- Professor WOT.

C.D. Research facultyProfessors of Practice may vote on all personnel matters as described in the *Faculty Code* except those relating to the promotion to and/or tenure of faculty to the following ranks and titles:

- Senior artist in residence
- Senior lecturer,
- Principal Lecturer,
- Associate professor,
- Professor,
- Associate professor WOT,
- Professor WOT
- Research associate professor,
- Research professor.

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: all with Presidential approval.

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

A. Qualifications for Appointment at Specific Ranks

1. Appointment with the rank of assistant professor requires completion of professional training, in many fields marked by the Ph.D., and a demonstration of teaching and research ability that evidences promise of a successful career.
2. Appointment to the rank of associate professor requires a record of substantial success in both teaching and research, except that in unusual cases an outstanding record in one of these activities may be considered sufficient.
3. Appointment to the rank of professor requires outstanding, mature scholarship as evidenced by accomplishments in teaching, and in research as evaluated in terms of national or international recognition.

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 *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](#).
3. Principal lecturer is an *instructional* title that may be conferred on persons whose excellence in instruction is recognized through appropriate awards, distinctions, or major contributions to their field. Appointments may be renewed pursuant to [Section 24-53](#).
4. Appointment to one of the ranks in [Subsection A](#) with a *research* title requires qualifications corresponding to those prescribed for that rank, with primary emphasis upon research. Tenure is not acquired through service in 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 G](#).) 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.

Insert new section

Professor of practice is a title that may be conferred on persons who are distinguished academicians or practitioners who have had a major impact on fields important to the University's teaching, research, and service mission.

Tenure is not acquired through service in this title. Professor of practice 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 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.

5. Appointment with the title of *instructor* is made to a person who has completed professional training, in many fields marked by the Ph.D., and is fulfilling a temporary, clinical, or affiliate instructional need, or is in a temporary transition period between post-doctoral training and mentoring and entry into the professorial ranks. These appointments are limited to acting, affiliate, or clinical.
6. An *affiliate* appointment requires qualifications comparable to those required for appointment to the corresponding rank or title. It recognizes the professional contribution of an individual whose principal employment responsibilities lie outside the colleges or schools of the University. Affiliate appointments are annual; the question of their renewal shall be considered each year by the faculty of the department (or undepartmentalized college or school) in which they are held.
7. An *adjunct* appointment is made only to a faculty member (including one in a research professorial rank) already holding a primary appointment in another department. This appointment recognizes the contributions of a member of the faculty to a secondary department. Adjunct appointments do not confer governance or voting privileges or eligibility for tenure in the secondary department. These appointments are annual; the question of their renewal shall be considered each year by the faculty of the secondary department.
8. A *joint* appointment recognizes a faculty member's long-term commitment to, and participation in, two or more departments. A joint appointment may be discontinued only with the concurrence of the faculty member and the appointing

departments. One department shall be designated the primary department and the others secondary, and this designation can be changed only with the concurrence of the faculty member and the appointing departments. Personnel determinations (salaries, promotions, leave, etc.) originate with the primary department, but may be proposed by the secondary department(s), and all actions must have the concurrence of the secondary department(s). A faculty member who has the privilege of participation in governance and voting in the primary department may arrange with the secondary department(s) either to participate or not to participate in governance and voting in the secondary department(s). This agreement must be in writing and will be used for determining the quorum for faculty votes. The agreement can be revised with the concurrence of the faculty member and the department involved.

- 9.** A *clinical* appointment in the appropriate rank or title is usually made to a person who holds a primary appointment with an outside agency or non-academic unit of the University, or who is in private practice. Clinical faculty make substantial contributions to University programs through their expertise, interest, and motivation to work with the faculty in preparing and assisting with the instruction of students in practicum settings. Clinical appointments are annual; the question of their renewal shall be considered each year by the faculty of the department (or undepartmentalized college or school) in which they are held.
- 10.** Appointment with the title of *teaching associate* is made to a non-student with credentials more limited than those required of an instructor. Teaching associate appointments are annual, or shorter; the question of their renewal shall be considered each year by the faculty of the department (or undepartmentalized college or school) in which they are held.
- 11.** The *emeritus* appointment is recommended by departmental action for a regular, WOT, research or clinical faculty member who has retired under the UW Retirement Plan or is receiving benefits as if he or she retired under another state of Washington retirement plan and whose scholarly, teaching, or service record has been meritorious. Such a recommendation requires approval by the college dean and the President of the University. The normal criteria for appointment with the emeritus title are at least ten years of prior service as a member of the faculty and achievement of the rank of professor or associate professor. Under certain circumstances the President may grant emeritus status to an administrator at the level of dean or vice president, or at other levels if deemed appropriate.
- 12.** The *acting* title denotes a temporary appointment for properly qualified persons

in the instructor title or at the professorial ranks. It commonly is used for persons who are on the faculty for a year or less or for persons who have not yet completed the requirements for a regular appointment. In the latter case, the acting title is dropped when the requirements are completed. The total service of a faculty member with an acting appointment may not exceed four years in any single rank or title, or six years in any combination of ranks or titles. A faculty member whose appointment as assistant professor has not been renewed may not be given an acting appointment.

- 13.** Appointment to one of the ranks in [Subsection A](#) with a *visiting* title indicates that the appointee holds a professorial position at another institution of higher learning and is temporarily employed by the University. An employee who does not hold a professorial position elsewhere, but who is otherwise qualified, may be designated as a visiting lecturer.
- 14.** The *visiting scholar* title is an honorary title awarded to persons who hold professorial (including research titles) positions at other institutions and who are visiting the University but who are not employed by the University during their stay. The purpose of this title is recognition of the visitor's presence at the University, and to make University facilities and privileges (library, etc.) available.

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 with Presidential approval.

Section 24–41 Duration of Nontenure Appointments

- A.** The first appointment or the reappointment of an assistant professor is for a basic period of three years, subject to earlier dismissal for cause. Although neither appointment period shall extend beyond the academic year in which a decision on tenure is required, the year in which a negative tenure decision is made must be followed by a terminal year of appointment. If the assistant professor is reappointed, the period of reappointment must include a tenure decision. Assistant professors holding positions funded by other than state funds shall be treated in the same way except that the appointment may be to a position without tenure by reason of funding as provided in [Subsection D](#). Procedures governing the reappointment of assistant professors are as follows:

- a.** The appointment is to be renewed under the above provision for reappointment;
 - b.** The appointment is not to be renewed beyond the initial three-year period, in which case the appointment will terminate at the end of the third year; or
 - c.** The decision concerning the appointment is to be postponed to the following year.
- 2.** Should the above decision result in a postponement, during the third year of the initial appointment the dean shall decide whether:
 - a.** The appointment is to be renewed under the above provision for reappointment, or
 - b.** The appointment is not to be renewed; if it is not, the basic appointment is extended to include a fourth and terminal year.
- 3.** The dean shall inform the professor in writing within 30 days of any decision made pursuant to this section.

B. Lecturer and Artist in Residence

- 1.** Appointment as a full-time lecturer or artist in residence shall be for a term not to exceed five 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 lecturer, principal lecturer, or senior artist in residence shall be for a term not to exceed five years. The normal appointment period of senior and principal lecturers shall be for a minimum of three years with exceptions to be reviewed by the Provost.

The normal appointment period of a part-time senior lecturer, principal 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 lecturer, principal lecturer, or senior artist in residence, 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, senior lecturer, or principal lecturer 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, principal 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.
- C.** A full-time lecturer, artist in residence, or senior lecturer may, prior to expiration of an existing appointment, be considered for appointment as, or promotion to, a senior lecturer, senior artist in residence, or principal lecturer, respectively.
- D.** Notwithstanding the provisions of [Subsection A](#), appointments of assistant professors who are supported by other than state-appropriated funds are subject to termination should the supporting agency fail to continue the funding for the appointment, provided that the assistant professor supported by other than state-appropriated funds is advised in writing prior to commencement of his or her appointment that such appointment is at all times subject to the continued availability of grant or contract funds.
- E.** The first appointment or the reappointment of a faculty member to less than 50% of full-time status shall be made on an annual, or shorter, basis. A faculty member who is appointed to a position with less than 50% of full-time status shall not accumulate eligibility toward tenure.
- F.** The first appointment or the reappointment of a research assistant professor is for a basic period of three years, subject to earlier dismissal for cause. Research assistant professors may not be reappointed more than once, except that a research assistant professor who does not receive promotion in rank must receive a terminal year of appointment. Procedures governing the reappointment of research assistant professors are as follows:

- a.** The appointment is to be renewed under the above provision for reappointment;
 - b.** The appointment is not to be renewed beyond the initial three-year period, in which case the appointment will cease at the end of the third year; or
 - c.** The decision concerning the appointment is to be postponed to the following year.
- 2.** Should the above decision result in a postponement, during the third year of the initial appointment the dean shall decide whether:
 - a.** The appointment is to be renewed under the above provision for reappointment or
 - b.** The appointment is not to be renewed; if it is not renewed, the basic appointment is extended to include a fourth and terminal year.
- 3.** Not later than the end of the third year of a second appointment, the dean of the research assistant professor's college or school shall decide whether:
 - a.** The research assistant professor is to be appointed as research associate professor, associate professor without tenure by reason of funding or associate professor with tenure;
 - b.** The appointment is to cease at the end of the following year; or
 - c.** The decision concerning the appointment is to be postponed to the following year. In cases b and c the appointment is extended by one year.
- 4.** Should the above decision result in a postponement, during the extension year of a second appointment, the dean of the research assistant professor's college or school shall decide whether:
 - a.** The research assistant professor is to be appointed as research associate professor, associate professor without tenure by reason of funding or associate professor with tenure, or
 - b.** The appointment is to cease; in which case the basic appointment is

extended by one year.

5. The dean shall inform the professor in writing within 30 days of any decision made pursuant to this section.

New Section:

1. At least six months (or three months in the case of an initial annual appointment) before the expiration date of an appointment of a Research Associate Professor, Research Professor, 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.

A renewal decision in accord with Subsection X. 1 above is not required where an initial appointment of a Research Associate Professor, Research Professor, 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.

- G. Notwithstanding the provisions of this subsection, research assistant professors are subject to removal during the term of their appointment for cause (see [Chapter 25, Section 25-51](#)), for termination of funding, or for reasons of program elimination (see [Chapter 25, Section 25-52](#).)
- H. Research professors and research associate professors are not subject to removal during the term of their appointment except by removal for cause (see [Chapter 25, Section 25-51](#)), for termination of funding as defined in [Subsection I](#), or for reasons of program elimination (see [Chapter 25, Section 25-52](#).)
- I. Termination of funding is defined as failure, for a continuous period of more than 12 months, to obtain funding sufficient to provide at least 50% of the faculty member's base annual salary. The University is not obligated to provide replacement funding during lapses of a faculty member's external support.
- J. In unusual cases, an individual may be appointed to the title of research assistant professor when there is no known funding to support the appointment. The department and dean shall determine that the individual will seek external funding to support his or her appointment. Such appointments shall be made on an annual or shorter basis, and may be renewed annually upon evidence of research grant or contract pursuit activity. Upon receipt of salary funding support, said appointments shall be converted to initial three-year appointments in conformance with [Subsection G](#).

- K.** The procedures prescribed in [Section 24-53](#) for renewal of appointments and in [Section 24-54](#) for Procedure for Promotion shall govern actions taken under this section.

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 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 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 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. Faculty with instructional titles outlined in [Section 24-34](#), [Subsection B](#) 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. In an undepartmentalized college or school, this delegation may be made to an elected committee of its voting faculty. The delegation:
- 1.** Does not alter faculty rank requirements for considering appointment renewals, and
 - 2.** Shall expire one calendar year after it is made.
- B.** If this recommendation is a departmental one, the chair shall transmit it to the dean. If the chair does not concur in the recommendation he or she may also submit a separate recommendation.
- C.** The dean shall decide the matter within the time prescribed in [Section 24-41](#) and

inform the faculty member concerned of the decision.

- D.** If a faculty member requests a written statement of the reasons for the non-renewal of his or her appointment, the dean shall supply such a written statement within 30 days.

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: 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 [instructional](#) title of senior lecturer, [or principal 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 principal lecturers, 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.

Professor of Practice Appointment Guidelines

An appointee will have a substantial basis of experience congruent with the rank of professor, including a national/international reputation for excellence reflected in a record of significant accomplishments and experience in senior-level professional positions

An appointee as Professor of Practice is eligible for appointment as a member of the graduate faculty

Intended to enhance the connections between the University and the world of professional practice