

Non-Tenure-Track Committee 2023-2024 AY

Committee Membership:

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Committee Chair: Kris McIntyre (Chair), Senior Lecturer, COHFA

Committee Vice-Chair: Stacey Beam, Lab Coordinator, CMC-HHP

Lee Shinaberger, Senior Lecturer, WCOB Representative

Timothy Meyler, Senior Lecturer, CMC-HHP Representative

Amber McWilliams, Senior Lecturer, GCOS Representative

Debbie Conner, Clinical Professor, SCOESS Representative

Amanda Masterpaul, Lecturer, HTC Representative

Jeffrey Ranta, Assistant Professor, COHFA

Kimberly Hale, Associate Professor, COHFA

Faculty Senate Appointee: Kim Schumacher, Senior Lecturer, COHFA

Faculty Welfare Appointee: Anne Berler, Director of Strategic Advising & Peer Leadership

Office of Professional Development Appointee: Jean Bennett, Director of Faculty Engagement

Provost Designee: Teresa Burns, Associate Provost (ex-officio)

Faculty Ombuds: Renee Smith (ex-officio)

Human Resources Representative: Kimberly Sherfese, Associate Vice President for HR (ex-officio)

Dates of Meetings held during the 2023/2024 AY:

September 26, 2023

October 31, 2023

January 30, 2024

March 26, 2024

April 30, 2024

Committee Objectives and Outcomes The purpose of the Non-Tenure Track Faculty Committee is to consider and discuss policy review that would mutually benefit all non-tenure track faculty. Duties include, but are not limited to the following activities:

1. Review and recommend clear language in the Faculty Manual about performance expectations and promotion paths for lecturers;
2. Voting rights for lecturers and senior lecturers;

3. Policy on annual reviews for teaching associates;
4. Topics related to resources and lack of resources;
5. Training;
6. Non-Tenure Track Faculty representation on standing committees;
7. Retaining faculty;
8. Shared governance and transparency with hiring;
9. Continuity of communication and
10. Continuously review and recommend policies and procedures related to the Faculty Manual and College Handbooks.

Committee Actions Taken in 2023-2024 AY

- I. Collaborated with the Office of the Provost to address the concerns regarding a compensation plan for Senior Lecturers/Instructors applying for Principal Lecturer as the inaugural class.
- II. Communicated to Faculty Manual Review Committee several editorial changes identified by this committee.
- III. Passed the following motions through Faculty Senate:
 - A. Page 6, 4.1.1.: add Principal Lecturer above Senior Lecturer in listing of Faculty Ranks
 - B. Page 7, 4.1.3.4: Add Principal Lecturer to read "Principal Lecturer/Senior Instructor/Senior Lecturer", in that order
 - C. Page 26, last line under "Purpose": Review and recommend policies and procedure relating to performance expectations and promotion paths for Lecturers (add "and Senior Lecturers and Senior Instructors"); voting rights for Lecturers, Senior Lecturers (add "Senior Instructors and Principal Lecturers")
 - D. Page 42, 5.2.10: add "Principal Lecturer" to last paragraph which begins with "Non-administrative faculty members"
 - E. 6.5.1.10: Associated Faculty, Senior Lecturers, Senior Instructors, Principal Lecturers, and individuals otherwise employed by the University as Non-Tenure-Track Faculty are not eligible for tenure. If Associated Faculty are administratively reappointed to the rank of Assistant Professor, previous years' service may not be applied towards the probationary period for tenure.
 - F. 5.2.3 Study Opportunities- Any full-time faculty may register for up to six semester hours of credit in undergraduate courses each semester, provided written approval is obtained from the registrant's Dean and space is available in the class. To be eligible, one must complete at least one semester of qualified service.
 - G. 6.3.2.1 Temporary Appointments with Academic Titles- These are temporary appointments of persons hired to teach on a semester-to-semester or academic year basis dependent upon University needs. Associated Faculty, inclusive of Artists-in-Residence, Writers-in-Residence, and Executives-in-Residence, are not eligible for tenure, and employment is not governed by the Faculty Manual except for issues pertaining to faculty governance, professional obligations, academic freedom, and grievance procedures. [This was moved to the Office of the Provost and H.R., and a resolution was found. That amended motion was brought to Faculty Senate in March 2024 and approved.]
 - H. Proposed language: 6.7 Promotion to Senior Lecturer and Principal Lecturer
6.7.6. The Department Chair/Supervisor will convene the Departmental Peer Review Committee made up of the eligible tenured faculty and senior/principal lecturers in the

department to review the file. The committee will meet and review the file based on the Departmental, and College guidelines and those stated in the Faculty Manual. The committee's letter will be included in the file and the file will be submitted to the Dean/University Librarian by the first Friday in March.

Changed from: 6. 7. 6. The Department Chair/Supervisor will convene ~~the a~~ Departmental Peer Review Committee ~~made up of the eligible tenured faculty and senior/principal lecturers in the department~~ to review the file, as per department and/or college guidelines. The committee will meet and review the file based on the Departmental, and College guidelines and those stated in the Faculty Manual. The committee's letter will be included in the file and the file will be submitted to the Dean/University Librarian by the first Friday in March.

- IV. In collaboration with the Office of Professional Development, the committee provided two panels on promotion to Senior Lecturer and Principal Lecturer on 11/9/2023 and 12/1/2023.
- V. Conducted a survey through Institutional Research in February of 2024 of all 487 Non-tenure-track Faculty regarding the major concerns established by this committee's last survey, which was conducted in the spring of 2019. We partnered this with the faculty composition report we requested in October of 2023 to best reflect current faculty construction. Current data reflects that 57.3% of all faculty fall under Non-Tenure-Track, therefore under the auspices of this committee. Collated the data into a presentation for the Provost, Deans, and Chairs; currently awaiting invitation to present findings and recommendations. Data can be provided to any college's NTT Faculty committee regarding the composition of your current faculty, to address best practices. Currently awaiting confirmation of when we are to present this information to Provost's Council.
- VI. Defended against the following motion brought forth by the University Promotion and Tenure Committee: 6.7 Promotion to Senior Lecturer and Principal Lecturer
6.7.6. The Department Chair/Supervisor will convene the Departmental Peer Review Committee made up of the eligible tenured faculty and senior/principal lecturers in the department to review the file. The committee will meet and review the file based on the Departmental, and College guidelines and those stated in the Faculty Manual. The committee's letter will be included in the file and the file will be submitted to the Dean/University Librarian by the first Friday in March.
[numbering will be adjusted for all following sections starting with:] The Department Chair/Supervisor will prepare a letter of evaluation and include it in the file as per College guidelines.

Statement from NTTF Committee: Faculty Senate is comprised of 69 voting senators, only 10 of which are from the NTT faculty. Only 6 of the 19 standing committee reporting to Faculty Senate have a member of the NTT faculty among its membership, which is less than a third. I tell you these facts, because this university's teaching faculty is 57.3 % NTT (487 persons) to 42.7% TT (363 persons), and this committee takes its charge to thoroughly research and vet all proposals concerning NTT faculty welfare very seriously. We acknowledge and appreciate the intention of this motion was to protect NTT, proving our goals are in alignment. Thus, we ask two things:

1. That all motions coming to Faculty Senate from a committee that does not have at least one NTT faculty among its membership collaborate with the NTT Faculty Committee prior to submitting the motion; and

2. That we be granted more time to consider the current proposal on the floor. We just learned of this motion three weeks ago, and our monthly committee meeting was yesterday, during which we spent two hours debating this motion and came to the following conclusion-

- We have not had time to consult with each of the NTT faculty committees belonging to each of the six colleges to determine the efficacy of this proposal.
- As we did not have representation from two of the colleges in our meeting yesterday, which have a combined 34 potentially impacted faculty, we would feel it irresponsible of us to vote on this measure at the current time, as all colleges should have representation.
- The language of the original motion last April was well vetted through all colleges. The NTT Committee did discuss a departmental peer review committee and deemed that it should be the purview of each college to implement a review committee as they saw fit.
- The NTT Committee does recognize the importance of peer review in support of the University's expectation of "rigorous review" and also the need to support NTT faculty promotion via multiple sources of review, not solely the chair of their department. However, the composition of such a committee must have more flexibility to allow for various circumstances in each college and department. This language needs to be evaluated and vetted by NTT faculty, just as T/TT faculty would expect to be allowed to participate in shared governance with respect to their own review process.
- Therefore, the NTT Committee asks for the support of the senators in voting against this motion. We are for this future policy in principle but would like to bring forth a new motion. This will allow the NTT committee to consult with the college NTT committees to craft appropriate language and bring a fully vetted motion to the FS in fall.
- We feel it the only responsible action to take considering all of the points we have just made.