

To: University Faculty Council
From: Faculty Affairs Committee
William Burgan and Sara Hook, chairs
Date: February 7, 1997
Subject: Policies Governing Tenure-Ineligible Faculty

The Faculty Affairs Committee is now working to develop a comprehensive regulation of academic appointees who offer courses for credit, with particular attention to tenure-ineligible faculty. Our goal is a set of policies that will make possible the disciplined assignment of faculty to appropriate ranks, as required by the UFC resolution adopted last year, and ratified by the Trustees. According to that resolution, "It is critical to the productive use of resources in our efforts to achieve academic excellence and safeguard the basic nature of the University that the purpose and definition of each type of academic rank be clearly understood and that academic ranks be used appropriately." We therefore expect our recommended regulations to require that any appointee offering a course for credit have a rank appropriate to that function--a condition not always met at present. And we also expect that it will be the policy of our recommendations to maintain as our goal the reduction of dependence on teaching by Tenure-Ineligible Faculty.

Discussion of this topic is impeded by current, widespread inconsistencies in the use of academic ranks for tenure-ineligible faculty. Each of the following terms--"adjunct," "visiting," "instructor," and "lecturer"--is now used for a range of individuals with differing duties, qualifications, and privileges. For this reason, in this memorandum we continue to refer to "tenure-ineligible faculty" (TIF). But before our work is concluded we hope to develop a terminology that identifies faculty by what they are, rather than by what they are not.

An appendix to the printed copies of this circular, which we will distribute at the UFC meeting on February 11, will present data on courses offered on each of the campuses by different categories of faculty, together with questions put to the various campuses and schools, to elicit narrative commentary on the data. We will address the responses to those questions in our presentation to the Council.

We are focusing our attention primarily on appointees who offer courses for credit, but who do not have the full range of qualifications or functions that characterize tenure-related faculty. Such appointees fall into four categories: (A) those minimally involved with the university, who are assumed to be fully employed and supported elsewhere; (B) TIF employed full-time by the University in academic work; TIF employed substantially, but less than full-time; and (D) associate instructors.

A. Faculty minimally involved with the university, who are assumed to be fully employed and supported elsewhere:

The regulation of such appointees is mostly straightforward and uncontroversial. In Appendix B, below, we offer a set of assumed guidelines to make clear what we have in mind (recognizing that some details may be disputable). For convenience, we will refer to this category of appointees as "supplemental faculty."

B. TIF employed full-time by the University in academic work:

Full-time clinical rank faculty, for whom we enacted regulations last year, fall within this group. But their case is special, and the framing of policies for their non-clinical counterparts remains problematic. We will have to resolve the following issues:

- i. What functions are appropriate to be assigned to full-time TIF (in terms of kinds of teaching, levels of teaching, and work in addition to teaching)?
- ii. What participation in governance and administration (and other privileges) are appropriate for full-time TIF?
- iii. What cap should be placed on the employment of full-time TIF?

- iv. Through what processes should full-time TIF be selected and promoted?
- v. Should full-time TIF have long-term contracts, and protected rights to have those contracts renewed after a probationary period, following the pattern of clinical ranks? If not, should the length of their employment be limited?
- vi. How should regulation of these issues be allocated between University, campus, and school faculty?

C. TIF employed substantially, but less than full time:

The appropriate regulation of part-time TIF who are significantly involved with and dependent upon the University may present our most difficult issues.

- i. If full-time TIF are granted a probationary period, leading to enhanced protection, should part-timers--other than "supplementals," who are not dependent on the University for income--have a parallel arrangement, adjusted to time spent in teaching courses for credit?
- ii. If fluctuations in units' needs for part-time faculty rule out an approximation of ANY model adopted for full-time TIFs, what alternative in terms of functions, privileges, protections, and caps is appropriate?
- iii. Can one size fit all units in this regard, or must University-wide regulations provide for some local options?

D. Associate Instructors:

We do not expect to propose new regulation of Associate Instructors. But we assume that employment of graduate students to offer courses for credit in capacities other than as Associate Instructors will be subject to the regulations applying to part-time, substantially employed TIF.

APPENDIX A

Data on numbers of courses taught by various categories of faculty, both tenure-related and TIF, on all campuses, and questions seeking narrative explanations of data from administrators of various units.

This appendix will be available in the copies of the present circular at the meeting of the University Faculty Council on February 11, 1997.

Appendix B

Regulation of Supplemental Faculty

As used here, the term "supplemental faculty" refers to appointees minimally involved with the university, who are assumed to be fully employed and supported elsewhere.

- 1. Functions**
Supplementals are limited in their service to one function, usually teaching. They are assumed to be employed full-time elsewhere.
- 2. Occasion for employment**
Supplemental faculty are employed where they have needed expertise or competencies not available among tenure-related or substantially employed TIF.
- 3. Contract term and length of employment**
Supplemental faculty may be employed on one-year contracts. Their contracts may be renewed indefinitely.
- 4. Compensation**
Supplementals are voluntary or compensated at honorary levels. They are presumed to rely primarily on income derived elsewhere.
- 5. Selection and promotion process**
Supplementals are selected administratively with faculty consultation; search and screen is not required. Promotion in rank (where appropriate) is based on recommendation of a faculty review of performance and experience in the function for which the supplemental is employed; campus level review is not required.
- 6. Supervision**
Supervision and guidance is given as needed. Quality of work (usually instruction) is reviewed as a basis for reemployment.
- 7. Privileges**
Privileges are limited, but determined by unit.
- 8. Participation in governance and administration**
Supplementals do not participate in governance (beyond attendance where the unit provides for this). Supplementals' duties may not include administration AS supplementals. However, supplementals' full-time employment may be in other University positions.
- 9. Protections**
Where a need to offer a course by supplementals continues, a decision not to renew an supplemental's employment shall be made with faculty consultation through procedures established by unit faculty. Supplementals shall have access to faculty grievance procedures for claims of violations of the terms of their employment or of academic freedom.
- 10. Cap**
Units will be staffed primarily by tenure-related and, where permissible, substantially employed TIF. We do not anticipate a need for a specified cap on the use of supplementals.