

## Faculty Handbook Revisions Committee August 7, 2013

**Members Present:** Lisa Jones, Cynthia Waskowiak, Monica Scheibmeir, Laura Stephenson, Pat Munzer, Bill Roach, Steve Angel, Matt Arterburn, Randy Pembroke

### **Discussion:**

The Committee first reviewed the outside chair selection process that Cynthia edited using Randy's suggestions, which was based upon the Committee and Deans' input. The Committee was comfortable with the internal search process, but had more comments about the external search process. We had not discussed that part of the procedure previously, just leaving it as written per Carol's suggestion.

Regarding the outside chair selection procedure, we agreed that faculty from the department should have input. They should not have a vote on which individual should be hired, but they should give the Dean input on the perceived strengths and weaknesses of each candidate. While some department faculty might be on the chair search committee, not all will be and we'd like all department faculty to have input. The Committee also said the handbook should note that normal search procedure will be followed. Cynthia will make these changes.

We next discussed Section One of the Handbook, which is where we've added the definitions we created. Lisa noted that the organizational structure needs to be updated; it's referenced in Section One where we've inserted definitions. Currently, it's an appendix that will need revision. Pat Munzer noted that the section that references General Faculty (to be re-named Academic Assembly) needs an update to reflect the new online voting process and approval of minutes of online voting.

The current version does not have detailed updates for the Librarians or School of Law faculty. We decided that because the development of the Librarian category is a bigger task than anticipated, we'll just make a note that it's in progress and send the definitions to Faculty Affairs as is. Lisa will talk to Jalen about getting proposed definitions for law faculty so that we can include those in the draft. On other housekeeping matters, we removed category "E", as President and VPAA are an assignment; both are hired as faculty but assigned to those administrative positions. The places that reference certain category letters will then be altered to reflect this change.

The Committee then spent substantial time discussing Lecturers and the suggested categories of Senior Lecturer and Research Lecturer. The primary motive for creating a Senior Lecturer position is to distinguish an individual by recognizing their superior work in teaching and beyond. Someone suggested the following distinctions: Lecturers only teach, Senior Lecturers teach and do service, Research Lecturers teach, do service and do research. Faculty hired as Research Lecturers are not eligible for tenure. They might not have a terminal degree, the department might not have a tenure line available, or the faculty might not want tenure. We also talked about the rank of Instructor and how that can be similar to a Research Lecturer and the proper category for ABD. After much discussion, we decided that discussion on a broader base is needed so we'll make notes about our intent with the current draft and send to Faculty Affairs to continue the conversation.

Finally, we noted a difference between Adjunct and Lecturer. Adjuncts have a load limit while Lecturers do not; Lecturers can receive benefits. Lisa asked the Committee to review the non-reappointment schedule to determine to which categories it applies.

**Decisions:**

- The Chair selection procedure for outside searches needs some edits, which Cynthia will do.
- The internal chair selection process is approved to move forward.
- For definitions, we'll leave the librarians as is, add SOL categories to the definitions, make some technical edits, and then send forward.

**Next Meeting: August 21, noon at Shawnee Room (Union)**