

Resolutions

Presented to the Faculty Senate
by the Faculty Handbook Committee
April 22, 2010

Resolution 1: Conflict of Interest on College Tenure and Promotion Committees

WHEREAS the current description of the College Tenure and Promotion Committee in the *Faculty Handbook* (Ch. 3, Section VIII. C. 1) does not specify procedures for the excusal of members for conflicts of interest;

WHEREAS the Faculty Handbook Committee voted unanimously to approve the addition of the following highlighted wording to the third paragraph of Ch. 3, Section VIII. C. 1;

The department tenure and promotion committee will elect from its members the representative(s) and one alternate for the college committee. Members will serve three-year terms. Committee members may recuse themselves or be excused by a majority vote of the committee in the event of a conflict of interest. The alternate will serve should a committee member have a conflict of interest that induces a recusal or excusal, be on leave, or apply for promotion.

BE IT HEREBY RESOLVED that the Faculty Senate approves the above change to the *Faculty Handbook*.

Resolution 2: Academic Adjustments and Appeals Committee

WHEREAS President Meadors asked that a new or existing university committee be charged with the responsibility of reviewing students' appeals regarding academic suspensions;

WHEREAS the review of academic suspensions fits the current charge "to review atypical cases in which rigid application of university academic regulations might result in an injustice to an individual" of the current Adjustments and Credentials Committee;

WHEREAS the Faculty Handbook Committee voted unanimously to change the name of the Adjustments and Credentials Committee to the "Academic Adjustments and Appeals Committee" to better reflect this desired purpose;

BE IT HEREBY RESOLVED that the Faculty Senate approves the above change to the *Faculty Handbook*.

Resolution 3: Appointment to the Graduate Faculty and Charge of the Graduate Council

WHEREAS the current *Faculty Handbook* does not specify who establishes the standards for appointment to the graduate faculty;

WHEREAS the procedures for appointment to the graduate faculty are not clearly defined in the current *Faculty Handbook*;

WHEREAS the Graduate Council and the Council of Deans approved new policies and procedures for the appointment of graduate faculty;

WHEREAS these new policies and procedures for the appointment of graduate faculty were carefully considered by the Faculty Handbook Committee;

WHEREAS the Faculty Handbook Committee voted unanimously to replace the existing description of the appointment of graduate faculty in Ch. 3, Section XIX, with the following;

UCA offers coursework leading to graduate certificates and two types of graduate degrees—professional and research—at three levels: 1) master’s, 2) specialist’s, and 3) doctoral. Consequently, acceptable standards for appointment and participation of faculty in graduate programs vary considerably across disciplines and within programs.

Criteria for graduate faculty status will be developed and periodically reviewed by the graduate faculty and chair of each department, including qualifications of and expectations for graduate faculty, associate graduate faculty, and affiliated graduate faculty. The graduate faculty and chair of the department may also solicit input regarding the criteria for graduate status from the full-time departmental faculty without graduate status. If a department has fewer than three graduate faculty members, the tenured and tenure-track faculty of the department will develop the criteria for graduate faculty status. Any department offering a graduate program will submit a graduate faculty plan to the Graduate Council.

Appointment to the graduate faculty will be by application to the department’s graduate faculty, the department chair, and the college dean following the guidelines and procedures outlined on the Graduate Faculty Application and the departmental graduate criteria. A minimum of three departmental graduate faculty members will review the application on behalf of the graduate faculty. If a department has fewer than three graduate faculty members, a minimum of three tenured faculty members in the department, including any graduate faculty, will review the application.

Appointments for faculty who meet the requirements as specified in the departmental criteria and are recommended by all reviewing bodies will be presented by the Graduate Dean as information items to the Graduate Council. Any exceptions or applications in which there are differing recommendations from the faculty, chair, or dean will be reviewed as action items by the Graduate Council.

Members of the Graduate Faculty are expected to engage actively in the graduate program of the University and to pursue professional activities consistent with that participation.

Graduate Faculty membership affords faculty all rights and privileges associated with graduate faculty status.

The Graduate School will maintain guidelines for Graduate Faculty appointment, an application for appointment to the Graduate Faculty, and criteria for graduate faculty status in each graduate program.

WHEREAS the Faculty Handbook Committee also voted unanimously to add the following highlighted wording to and delete the following stricken wording from the charge of the Graduate Council in Ch. 7, Section II. H. 1;

- d. To review and recommend ~~policies and criteria~~ faculty for graduate ~~faculty~~ status.

BE IT HEREBY RESOLVED that the Faculty Senate approves the above changes to the *Faculty Handbook*.

Resolution 4: Clinical Assistant Professor

WHEREAS the Faculty Handbook Committee considered a proposal to create a Clinical Assistant Professor rank that would be offered to faculty that would otherwise be hired at the Clinical Instructor I rank;

WHEREAS the Faculty Handbook Committee considered the need and benefits of making the new rank tenurable, which included the recognition that (a) faculty appointed at this rank would be hired to fulfill long-

term programmatic needs, (b) all other professor ranks (assistant, associate, and full) are tenurable, (c) the advancement of tenure at the university not only benefits faculty, but also the common good by ensuring the “uninhibited search for truth and its exposition” (preamble to Ch. 3);

WHEREAS such a rank would allow departments the flexibility to hire tenure-track faculty whose credentials and responsibilities (e.g., a masters with certification and greater pedagogy) differ from the credentials and responsibilities the department expects of assistant professors (e.g., a terminal degree and greater scholarship);

WHEREAS the Faculty Handbook Committee developed and unanimously approved the following description of a new, tenurable Clinical Assistant Professor rank to be added to Ch. 3, Section IV. B., of the *Faculty Handbook*;

A clinical assistant professor should show strong potential for academic and/or clinical teaching ability, having experience in the clinical setting and either advanced study and research or professional experience of a kind that would permit a comparable academic contribution. Further, a clinical assistant professor should show strong potential for guiding and counseling students. A clinical assistant professor is expected to command the subject matter of some segment of the general field of the discipline, in addition to a comprehension of the whole.

A clinical assistant professor must hold a master’s degree (or its equivalent) and appropriate certification, as determined by his or her department and approved by the college dean and provost.

Departments hiring faculty into this rank will be responsible for further articulating departmental expectations for tenure. However, given the nature of this position, the scholarship of teaching and learning as well as professional support of and service to the field and department may conceivably have more prominent emphases in departmental criteria for tenure.

Clinical assistant professors are eligible for promotion to associate professor if they meet the requirements of the associate professor rank and the standards for promotion to associate professor defined by the department, college, and university.

WHEREAS Faculty Handbook Committee approved the addition of the new rank to the list of tenurable ranks in Section II. A. of Chapter 3;

WHEREAS, like all tenured or tenure-track positions (see Ch. 3, Section III. A.), a national search would be required for hiring faculty at this rank, regardless of whether the position is a new line or a converted line;

WHEREAS the timelines and procedures for applications for tenure and promotion would remain the same as those of other tenure-track and tenured faculty (see Ch. 3, Section VIII);

BE IT HEREBY RESOLVED that the Faculty Senate approves the above addition of the new Clinical Assistant Professor rank to the *Faculty Handbook*.

Resolution 5: Academic Integrity and Discipline Committee

WHEREAS the recently enacted Board Policy No. 709 states that students may appeal sanctions for academic misconduct to the Academic Integrity and Discipline Committee;

WHEREAS the recently enacted Board Policy No. 709 states that the recommendation of the Academic Integrity and Discipline Committee be forwarded to the provost and vice-president for student services;

WHEREAS the Academic Integrity and Discipline Committee charged with hearing academic misconduct appeals does not exist in the current *Faculty Handbook*;

WHEREAS the associate provost and the vice-president for student services collaborated with campus constituencies to convert the existing Discipline Committee into the Academic Integrity and Discipline Committee;

WHEREAS the Faculty Handbook Committee considered the proposed conversion, and with some additional revision, voted unanimously to add the following highlighted wording to and delete the following stricken wording from the existing Discipline Committee (Ch. 7, Section III. A.);

Academic Integrity and Discipline Committee

1. Charge:
 - a. To hear cases of a serious nature involving student behavior.
 - b. To hear cases on appeal from the Student Judiciary Board, Greek Judiciary Board, or administrative hearing officer.
 - c. To hear cases of academic misconduct and make recommendations jointly to the Provost and Vice President for Student Services.
2. Membership: ~~Three~~four full-time~~tenured~~ faculty members are appointed by the Faculty Senate for rotating ~~three~~four-year terms, ~~three students appointed by the Student Government Association president for one-year terms~~ the sophomore, junior, and senior class presidents as elected by the student body, the primary graduate senator on the Student Government Association, ~~three~~four university administrators appointed by the ~~president~~Staff Senate for rotating ~~three~~four-year terms. The chair is elected by the committee from among the faculty and administrative members~~the faculty member with the longest service on the committee.~~
3. Procedures: The chair will convene the committee in September to review the responsibilities of the committee and the procedures outlined in the Student Handbook for appealing academic integrity and disciplinary decisions. When the committee addresses matters of academic integrity, a superquorum of nine members is required, including at least one member of each group (faculty, administrative, and student). If the alleged infraction is committed by a graduate student, the graduate student member of the committee must be present.
34. Meetings: an orientation/training meeting in September and on call
45. Reports to: vice president for student services, and when appropriate, the provost

BE IT HEREBY RESOLVED that the Faculty Senate approves the above changes to the *Faculty Handbook*.

Resolution 6: Reorganization and Revisions of Chapter Three

WHEREAS the Faculty Handbook Committee questioned whether Ch. 3 of the current *Faculty Handbook* adequately conveyed the purpose and value of academic freedom, shared governance, and tenure as guiding academic principles;

WHEREAS, over the years, Ch. 3 of the *Faculty Handbook* has been added to and revised, sometimes without consideration to the overall organization of the chapter, resulting in 22 dispersed sections;

WHEREAS Ch. 3 of the current *Faculty Handbook* does not clearly define the difference between faculty appointment and faculty rank;

WHEREAS the Faculty Handbook Committee voted unanimously to make the following additions (highlighted) and deletions (stricken) to the title and preamble of Ch. 3;

FACULTY PRINCIPLES, POLICIES, AND PROCEDURES, AND GUIDELINES

~~The purpose of this section is to promote understanding and support of academic freedom, tenure, and shared governance.~~ Institutions of higher education are established for the common good and not to further the interest of either the individual teacher or the institution as a whole. The common good depends upon the uninhibited search for truth and its exposition. This search, in turn, depends upon the guiding principles of academic freedom, shared governance, and tenure. Additionally, ~~the intent of this chapter, and the *Faculty Handbook*, is to promote the understanding and support of these principles and to establish policies and procedures for assuring that these goals are met by the University of Central Arkansas.~~

WHEREAS the Faculty Handbook Committee voted unanimously to reorganize the content of the current Ch. 3 into the following eleven sections (see the document "Chapter Three Reorganization" for further details);

- I. Guiding Principles
- II. General Policies
- III. Faculty Appointment
- IV. Faculty Rank
- V. Criteria for Tenure, Promotion, and Advancement
- VI. Procedures for Tenure and Promotion
- VII. Procedure for Advancement of Non-Tenure-Track Faculty
- VIII. Post-Tenure Review (Board Policy 301)
- IX. Relinquishment of Tenure
- X. Expiration, Termination, or Non-Renewal of Appointment
- XI. Procedures for Faculty Grievances and Appeals

WHEREAS the Faculty Handbook Committee voted unanimously to add the following description of faculty rank to new Section IV;

Faculty rank represents the explicit recognition by the faculty and the university of a faculty member's credentials and accomplishments in teaching, scholarship, and service. All full-time faculty members are appointed at a rank commensurate with their education, their experience, and the programmatic needs for which they were hired. Tenured, tenure-track, and certain non-tenure-track faculty may advance to higher ranks upon fulfilling the criteria set forth in this *Faculty Handbook*.

BE IT HEREBY RESOLVED that the Faculty Senate approves the above reorganization and revisions to Ch. 3 of the *Faculty Handbook*.

Resolution 7: Part-Time Appointments

WHEREAS the current *Faculty Handbook* lacks an adequate description of part-time faculty appointments, referring only to adjunct faculty as "noncompensatory" appointments (Ch. 3, Section XVIII, of the current *Faculty Handbook*);

WHEREAS the wide-spread need and use for part-time faculty at the university, including in-residence faculty and compensated adjunct faculty, necessitates recognition of these part-time appointments under the section on the types of term appointments in Ch. 3 of the *Faculty Handbook*;

WHEREAS the Faculty Handbook Committee agreed that the specific and limited obligations for which part-time faculty are hired does not allow for the broader evaluation of teaching, scholarship, and service necessary to establish and promote to rank;

WHEREAS the Faculty Handbook Committee voted unanimously to add the following description of part-time appointments (non-highlighted text moved from existing Section XVIII) to Section III. B. 3 of the new Ch. 3 (see Resolution 6);

Part-Time Appointments

Part-time faculty are hired to fulfill specific programmatic needs that are not being fulfilled by full-time (tenured, tenure-track, or non-tenure-track) faculty. Part-time faculty members do not hold faculty rank.

a. In-Residence Faculty

In-residence faculty includes writer-in-residence, executive-in-residence, artist-in-residence, and other types of in-residence appointments. This faculty category allows for the appointment of individuals who have achieved distinction in their field but may not possess standard academic credentials; their practitioner experience, however, is important to the education of students. Individual departments hosting in-residence faculty are responsible for approving the appointment and determining its length.

b. Adjunct Faculty

Adjunct faculty includes full-time professional staff who may carry non-compensated part-time teaching responsibilities in a professional program and part-time faculty members paid per course.

The university may extend adjunct faculty appointments upon recommendation of a department and with support of the appropriate dean and the provost. These appointments are ~~may be~~ non-compensatory, but do not preclude offering a separate temporary faculty appointment. ~~Appointments are extended at the rank consistent with the person's credentials.~~

Persons receiving such appointments may come either from outside the university or hold non-faculty appointments at UCA. Adjunct appointments may be granted for terms not to exceed three years, and significant contributions must be made to the university for reappointment. Adjunct faculty will be entitled to Torreyson Library privileges and to use the adjunct-title ~~Adjunct Instructor with the rank bestowed for the period of appointment.~~

BE IT HEREBY RESOLVED that the Faculty Senate approves the above change to the *Faculty Handbook*.

Resolution 8: Rank of Non-Tenure-Track Library Faculty

WHEREAS library faculty members choose whether they are tenure-track or non-tenure-track at the time of the initial appointment;

WHEREAS the *Faculty Handbook* states that tenure-track library faculty members may hold the rank of assistant professor, associate professor, or professor;

WHEREAS the *Faculty Handbook* does not explicitly recognize the rank of non-tenure-track faculty;

WHEREAS the director of the library, in a personal communication to the chair of the Faculty Handbook Committee, stated that non-tenure-track library faculty are appointed at the instructor rank;

WHEREAS the Faculty Handbook Committee voted unanimously to add the following sentence to the beginning of the second paragraph of the new Section III. C. 1. Of Ch. 3;

Non-tenure-track library faculty will be appointed at the instructor rank.

BE IT HEREBY RESOLVED that the Faculty Senate approves the above addition to the *Faculty Handbook*.

Resolution 9: Visiting Lecturer Rank

WHEREAS non-tenure-track, full-time faculty are regularly hired by various departments to meet emergency programmatic needs;

WHEREAS these "emergency" hires are not currently recognized or afforded rank by the *Faculty Handbook*;

WHEREAS limits on the re-appointment of "emergency" hires would be necessary to distinguish the appointment from other non-emergency, term appointments, such as Lecturer I;

WHEREAS the Faculty Handbook Committee unanimously approved the creation of the Visiting Lecturer rank and the addition of the following description to the new Section IV. B. 4. Of Ch. 3;

Visiting Lecturer

The visiting lecturer rank is reserved for the temporary hire of full-time faculty to meet "emergency" programmatic needs. A visiting lecturer, at minimum, must hold the master's degree (or its equivalent) in the discipline or other appropriate discipline, and have the training and experience necessary to meet the programmatic needs of the position.

The term of a visiting lecturer will be for no more than one year. A visiting lecturer may be hired for no more than three consecutive years.

BE IT HEREBY RESOLVED that the Faculty Senate approves the above addition to the *Faculty Handbook*.

Resolution 10: Visiting Assistant Professor

WHEREAS non-tenure-track, full-time faculty with terminal degrees have been hired by various departments to meet temporary programmatic needs;

WHEREAS these faculty members have been given the rank of visiting assistant professor even though such a rank is not currently recognized by the *Faculty Handbook*;

WHEREAS limits on the re-appointment of visiting assistant professors would be necessary to distinguish the rank from the tenure-track assistant professor rank;

WHEREAS the Faculty Handbook Committee unanimously approved the creation of the Visiting Assistant Professor rank and the addition of the following description to the new Section IV. B. 5. of Ch. 3;

Visiting Assistant Professor

The visiting assistant professor rank is reserved for the appointment of fully credentialed faculty members who might otherwise qualify for the rank of assistant professor, but who are hired to meet temporary programmatic needs. A visiting professor must hold a terminal degree in the discipline or other appropriate discipline.

The term of a visiting assistant professor will be for no more than one year. A visiting assistant professor may be hired for no more than three consecutive years.

BE IT HEREBY RESOLVED that the Faculty Senate approves the above addition to the *Faculty Handbook*.