



University of
Central Arkansas

ACADEMIC
AFFAIRS

MEMORANDUM

TO: Tom Courtway
President

FROM: Steven W. Runge 
Executive Vice-President and Provost

CC: Ben Rowley
Faculty Senate President

DATE: September 22, 2015

RE: Request for Addition of Non-Tenure Track Lecturer/Program Coordinator Position in the Schedler Honors College

To meet the needs of their academic program, the Honors College has requested the addition of one non-tenure track lecturer/program coordinator position. Following my review of the attached correspondence, I recommend approval of this position.

The Faculty Handbook outlines specific procedures to be followed prior to the addition of non-tenure track positions. Consistent with policy outlined in Chapter 3.III.B.2.d. of the Faculty Handbook, the final decision is to be determined by the President in consultation with the Provost. Therefore, I am now forwarding this recommendation for your consideration. A copy of this recommendation, along with the appropriate supporting documentation, is also being forwarded to Dr. Ben Rowley, President of Faculty Senate. Upon receipt of this documentation, the Faculty Senate will have five (5) days to provide its written recommendation to you.

Please let me know if you have questions or need additional information. Thank you.

OFFICE OF THE PROVOST

Wingo Hall 213 | 201 Donaghey Avenue | Conway, AR 72035
501-450-3126 | FAX 501-450-5066 | provost@uca.edu

Memorandum

To: Steve Runge, Provost
From: Rick Scott, Dean, Schedler Honors College
Re: Request to Hire a Lecturer I/Program Coordinator to start August, 2016
Date: March 2015

Rationale

The Schedler Honors College seeks a The Lecturer I/Program Coordinator (LPC) to replace the previous director of student engagement (Patricia Smith) who was hired as assistant dean (AD). Since the AD has assumed many responsibilities formerly tasked to the director of student engagement, it enables the request of a half-time faculty member to undertake the remaining duties while leaving time to teach as well. Recent personnel changes have produced a shortage of teaching capacity within the Honors College; having the LPC serve as half-time coordinator and half-time Lecturer I would help compensate for that shortage. Qualified candidates need experience and training in interdisciplinary studies. It has not proved sustainable to add administrative responsibilities to tenured and tenure-track faculty members that carry high levels of contact hours along with expectations to conduct research, participate in professional organizations, and who already carry out extensive service obligations. Responsibilities for the LPC involve recruiting, event planning and delivery, and the living/learning community. Consequently, the program coordinator aspect of the LPC will allow the Honors College to maintain intensive efforts in recruiting and retaining high ability students by continuing to employ the selection and retention practices that have been used to increase freshman-to-sophomore persistence rates by 14% (85.5% to 98.5%) and the rate of retention into the minor by 24% (67.7% to 96.7%) since 2007. The LPC would also make possible implementation of a new plan for strategic communication to better position the Schedler Honors College in recruiting, alumni relations and development and fund raising.

Lecturer I Tasks

- Teach courses with high levels of contact hours that require experience in delivering research workshops (in Oxford Tutorial)
- Teach interdisciplinary studies courses within the Honors College curriculum

Program Coordinator Tasks

- Function in a role similar to that of a resident master in Farris Honors Hall, without living in the hall, and be responsible for directing the training, scheduling, and programming for a team of 8-10 student mentors selected from sophomores to serve the freshman class
- Manage Honors College Ambassador Program in recruiting
- Manage Honors College participation in more than 50 recruiting events annually
- Organize numerous student engagement activities
 - Soapbox presentation program (weekly)
 - Group interview process that is conducted for recruiting 3-4 times each spring
 - Honors Freshman Fall Retreat
 - Challenge Week (fall)
 - Norbert Carol Schedler Scholar-in-Residence program (spring)
- Develop a communication and marketing strategy for the Schedler Honors College to grow its reputation as an aid to recruiting, alumni affairs and development and fund raising



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MEMORANDUM

TO: Tom Courtway
President

FROM: Steven W. Runge 
Executive Vice-President and Provost

CC: Ben Rowley
Faculty Senate President

DATE: September 15, 2015

RE: Request for Addition of Non-Tenure Track Lecturer Positions in the Departments of
Biology and Chemistry

To meet the needs of their academic programs, the Departments of Biology and Chemistry have each requested the addition of one non-tenure track lecturer position. Following my review of the attached correspondence, I recommend approval of these two positions.

The Faculty Handbook outlines specific procedures to be followed prior to the addition of non-tenure track positions. Consistent with policy outlined in Chapter 3.III.B.2.d. of the Faculty Handbook, the final decision is to be determined by the President in consultation with the Provost. Therefore, I am now forwarding this recommendation for your consideration. A copy of this recommendation, along with the appropriate supporting documentation, is also being forwarded to Dr. Ben Rowley, President of Faculty Senate. Upon receipt of this documentation, the Faculty Senate will have five (5) days to provide its written recommendation to you.

Please let me know if you have questions or need additional information. Thank you.


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Memorandum

TO: Dr. Steven W. Runge, Executive Vice-President and Provost

FROM: Stephen R. Addison, Dean
College of Natural Sciences and Mathematics



SUBJECT: Non-tenure Track Positions in Biology and Chemistry

DATE: September 12, 2015

I attach letters from the Departments of Biology and Chemistry in support of their request for non-tenure track positions that will begin in the 2016-17 Academic year with searches being conducted in the current academic year.

My support for these positions is for the role that these faculty will play in their departments and is in fact support for faculty whose role will be teaching introductory classes and who will have full-time teaching loads and will not also be expected to function as bench scientists/disciplinary researchers; I will refer to such positions as teaching intensive, and I will refer to standard tenure-track appointments as teacher/researcher appointments.

I want the Faculty Senate to know that I do not favor our current system of tenure for teacher/researcher and *de facto* tenure for those faculty whose roles are teaching intensive. Earlier in my career, I worked with many distinguished faculty who would today be in the ranks of the *de facto* tenured. Some of these teaching-intensive faculty including Don Adlong, Ralva Bass, Richard Hudson, Bob Kirkwood, and Ray Kinser were tenured – this list contains a former Faculty Senate President and a Distinguished Emeritus Professor – all are fondly remembered by former students. All but Don Adlong are just names in old bulletins for most of our faculty – to me they are the faces and voices who helped me at the beginning of my career whose advice and wise counsel still resonates in my mind. Each of them also contributed to making UCA what it has become today, but these former assistant and associate professors would begin today as lecturers, and they would ultimately have joined the ranks of the *de facto* tenured. And so it seems to me, that in order to avoid the appearance of a two-tiered tenure system, we have instead adopted the system of the railways of the nineteenth and early twentieth centuries where we have first-class and third-class with nothing in between. My personal preference would be to use a model where there are teacher/researchers and teaching-intensive faculty with tenure possible in both strands. We will always use contingent faculty, but those faculty who are committing their careers to UCA should be able to earn a similar commitment from UCA. This situation is not unique to UCA, but it is a situation that we could and should address. The lecturers in the

College of Natural Sciences and Mathematics are valued members of our departments – and their ranks already contain a winner of UCA’s Teaching Excellence Award as well as others who I believe will win this award in the future. These non-tenure track faculty are vital to the ongoing quality of our programs, and I should note that many of them hold doctoral degrees.

So, for now, my choice is between tenured and non-tenured – but my decision is between whether I need teacher/researchers or teaching intensive faculty, and in the case of a position in the Department of Biology, and another case in the Department of Chemistry the departments have recognized the need for non-tenure track teaching intensive faculty. In both departments we have used multiple full-time contingent faculty for several years. The quality of these contingent faculty varies, as does the strength of their commitment to their positions. Our students suffer from instructors who teach for a year or a semester, and then go onto to potentially permanent positions. Our students will benefit from the stability of potentially permanent faculty. These position need to be non-tenure track because they are both intended to offer high teaching loads and will not be expected to establish research laboratories. We expect our lectures to be scholarly, but we expect that scholarship to focus on teaching. Both departments have justified their need for these teaching-intensive positions. In both cases, we would need two tenure-track positions to in each department to provide the instruction slots that these positions will be responsible for. The departmental need is for faculty who will be wholly focused on providing excellent instruction in these introductory courses. Course enrollments for both positions are driven by the needs of other departments. These faculty will not be regularly teaching courses for their departmental majors.

Thus I request permission to begin the processes that will bring an additional non-tenure track position to the Department of Biology and an additional non-tenure-track position to the Department of Chemistry. Please let me know if you require any additional information.

POSITION REQUEST FOR LECTURER IN THE BIOLOGY DEPARTMENT

The Department of Biology is requesting a non-tenure track LECTURER I position to assist with the increase in enrollment in several lower division courses. All these courses are service courses for the University Core, the College of Health & Behavioral Sciences, and the College of Education. Over the past several years we have staffed these courses using emergency lecturer hires/part-time/adjunct hires.

Table 1. Number of sections in the Department of Biology taught by temporary faculty.

Academic Year (Fall - Spring)	Part-time/Adjunct	Emergency Visiting Lecturer	Total Temporary Faculty Sections
2010-11	7	4	11
Summer 2011	2	0	2
2011-12	6	10	16
Summer 2012	4	0	4
2012-13	11	25	36
Summer 2013	0	0	0
2013-14	20	26	46
Summer 2014	0	0	0
2014-15	29	17	46
Summer 2015	3	0	3
Fall 2015 only	13	24	37

Hiring temporary faculty to staff all these sections has become extremely problematic. Our temporary faculty need the expertise to teach these courses. The continual reliance on part-time/adjunct faculty (that do not have the expertise) will likely result in lower quality courses. Also, most temporary faculty do not have the commitment to UCA and are not as available to students for assistance.

As indicated by the table, it would likely take at least 4 tenure-track (TT) faculty to completely staff all the sections taught by temporary faculty. These TT faculty would also require research space and funds to initiate their research program. Therefore, hiring a non-tenure track lecturer is more efficient to the welfare of the University and Departmental needs.

Patrick Desrochers
Department of Chemistry
Conway, AR 72035
(501) 450-5936
patrickd@uca.edu

August 13, 2015



Stephen Addison, Dean
College of Natural Sciences & Math
University of Central Arkansas

Dr. Addison

Here I am providing justification for the addition of a permanent non-tenure track lecturer position to our department. This permanent lecturer would be only the second in the department's history coupled with 14 tenured/tenure-track faculty.

This requested lecturer position effectively makes permanent one of the visiting faculty lines the department has needed for the past three years. UCA has generally granted the majority of tenure-track requests by the department, but enrollment demands and space limitations in the department necessitate the need for at least one more permanent lecturer. Last year UCA approved a tenure-track organic chemistry replacement for Prof. Jerry Manion, and this new assistant professor begins this fall. However, since that time, the department has suffered resignations of one tenure-track position (B. Marquis) and one visiting assistant professor (J. Moore), both of whom sought employment elsewhere for financial and family reasons. A search to replace Marquis with another tenure-track assistant professor was approved and is currently active this fall. But this person likely will not be in place before summer 2016. Moore's resignation was also partly motivated by the lack of long term permanency in his UCA status. A permanent lecturer position, resulting from a national search, will attract high caliber candidates to complement the teaching effectiveness for which our department is known. There exists the possibility that a suitable candidate could be hired in time to help ease some of the instructional demands for the spring 2016 semester.

This requested lecturer position enables the department to meet its growing instructional obligation without the need for additional research space. As you know, the paucity of wet-laboratory research space in our department is acute. This limitation, makes it desirable for the department to meet some of its instructional needs with a permanent lecturer who would not carry the degree of laboratory research scholarship expected of a tenure-track line.

This lecturer position will become an integral component of our active and growing department. Note that the one permanent lecturer in our department, Faith Yarberr, has in all respects become an indispensable part of our department and the college. She is a valued colleague who regularly contributes to curricular development, departmental governance, and service to student organizations on campus and in the community. Her recent advancement to Lecturer II and approval for merit/equity adjustments all acknowledge Faith's demonstrated value. Given this climate in our department, there is every reason to expect the same opportunities for the new requested lecturer position.

This lecturer position is an essential need for our department. I look forward to prompt approval of this position so that we may expedite our national search.

Sincerely,

A handwritten signature in cursive script, appearing to read "Patrick Desrochers".

Patrick Desrochers
Professor and chair