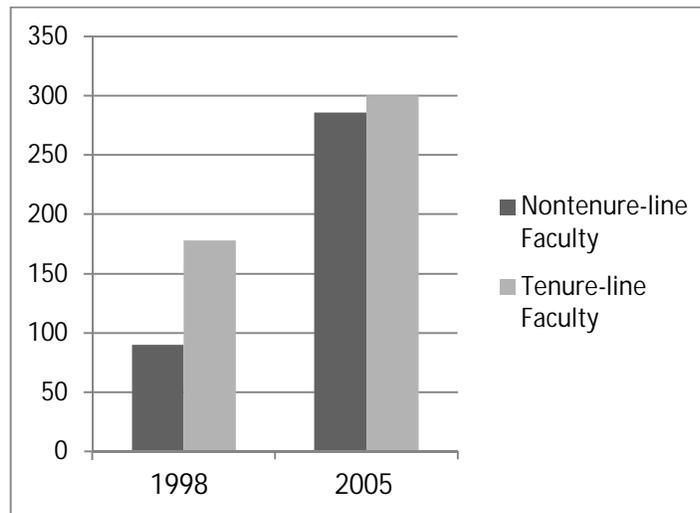


Timeline of Creation of Visiting Lecturers/Visiting Assistant Professors

late 1990s Some departments begin using “visiting” designation in temporary faculty appointments

2002-08 Hardin’s push for increased enrollments swells “emergency hire” positions



2005-08 Formal discussions of temporary positions are begun in Faculty Senate Executive Committee meetings with Provost and President and in Faculty Senate

2007 Handbook Committee begins discussion of establishing visiting positions

2009 Handbook Committee begins formalizing description of visiting positions

2010 Handbook Committee sends description of visiting positions to Faculty Senate for review and vote

April 2010 Faculty Senate votes to approve

Smr 2010 Provost determines additional time for review of revisions to Chapter 3 is necessary

Fall 2010 Handbook Committee holds series of meetings with various administrators

Feb 2011 Handbook Committee sends Chapter 3 again to Faculty Senate for review and vote; Senate tables resolution to allow for final review

Mar 2011 Faculty Senate votes to approve and forwards Chapter 3 to Board of Trustees

May 2011 Board of Trustees votes to approve all revisions to Chapter 3

June 2011 Determination is made that current emergency hires’ “clocks” start August 2011

Creating a New Nontenure-track Continuing Position: Some Definitions, Clarifications, Processes, and Policies

Definitions & Clarifications

- “New” means a position that doesn’t presently exist.
- A “Visiting Lecturer” is not the same as a “Lecturer.”
- An emergency hire “Instructor” is not the same as an “Instructor” in a continuing position.
- Any faculty on a PAF are considered “non-continuing.”
- If a temporary (i.e., visiting, emergency hire, non-continuing) position is converted to a nontenure-track continuing position, then the position is “new.”
- In speaking of “converting a position,” people cannot be converted. Positions may be.

Review Processes

Any new nontenure-track continuing position is to follow a review process outlined in Ch 3.II. B.2.d. of the Faculty Handbook:

The decision to increase the number of non-tenure-track positions in a department shall be made based upon the recommendation of the department chair to the dean of the college. This recommendation shall then be provided to the provost by the dean. If the provost concurs, the written recommendation of the provost shall be provided to the president with a copy also provided to the president of the Faculty Senate. The Faculty Senate shall have five (5) days in which to provide its written recommendation to the president. After receiving all comments under this provision, and the views of the Faculty Senate, the decision shall be made by the president in consultation with the provost.

In order to facilitate a review and response to a request for increasing the number of nontenure-track positions, the following should be provided:

- Reasoning behind why the position is not more appropriate as a tenure-track position
- Reasoning why the position is not more appropriate as a Visiting Lecturer/Visiting Assistant Professor
- Explanation of the nature of the position that makes it more appropriate to be nontenure-track than tenure-track
- Discussion of how flexibility in staffing will be affected by the creation of a nontenure-track continuing position
- Additionally, for the department in which the nontenure track position would be created, numerical data describing the current departmental make-up, i.e., number

of tenured faculty, tenure-track faculty, nontenure-track continuing faculty (instructor, lecturer, etc.), visiting faculty, and part-time faculty.

Providing this information will allow the Faculty Senate to perform a measured review of any recommendation and provide the president with a considered response.

Policies

- The Department Personnel Advisory Committee (DPAC) must play a primary role in the decision to create a new tenure-track or nontenure-track position as well as in the search and selection of an applicant to fill the position. (Faculty Handbook, Ch. 3, I.B.)
- Best practices include a clear description of the position approved by the DPAC, a search committee developed according to departmental procedures/by-laws, interviews of selected candidates by the search committee, candidate presentations to all department faculty, and departmentally-defined procedures for voting on final candidates.
- A new nontenure-track position must be advertised according to EOE guidelines.