

October 8, 2014

### Response to Faculty Concern regarding non-tenure-track advancement

Prior to 2013 the College of Business at UCA appointed all full-time, continuing, non-tenure-track, faculty as "Instructors". This practice was followed for many years. Faculty members occupying the Instructor rank in the College of Business were not allowed to apply for advancement, independent of the number of years served at that rank. This was a situation unique to the College of Business at UCA; all other colleges at UCA appoint their full-time, continuing, non-tenure-track faculty as "Lecturer/Clinical Instructor/Laboratory Instructor", all ranks for which faculty can apply for advancement.

In consultation with the Interim Dean of the College of Business and in an effort to create consistency across campus and a more fair environment where all full-time, continuing, non-tenure-track faculty at UCA would be eligible for advancement, all of these individuals in the College of Business at UCA were moved from the rank of "Instructor" to the rank of "Lecturer I" in 2013 with their years in service as Instructors considered as equivalent to service as Lecturers, consistent with past practice. During the 2013-14 Academic Year, the Faculty Handbook Committee, the Faculty Senate, the UCA President and the UCA Board of Trustees approved changes to the Faculty Handbook that now reserves the "Instructor" rank for individuals hired into a tenure-track position who have not yet completed their terminal degree. All full-time, continuing, non-tenure-track faculty will now be hired into the appropriate lecturer ranks and all are now eligible to apply for advancement, consistent with the parameters outlined in the Faculty Handbook.

There is no prohibition in the Faculty Handbook that would limit any faculty member from requesting advancement or promotion to a particular faculty rank. What is required by the Faculty Handbook is a minimum number of years of service at a particular rank at UCA or equivalent experience. In the College of Business, individuals holding the rank of Instructor were not allowed to apply for advancement prior to 2013. With the changes noted above, individuals now holding the rank of *Lecturer I* are allowed to apply for advancement. For many of these people, their years of service are equal to or greater than the years of service required to be eligible for advancement to *Lecturer II* and *Senior Lecturer* had they been afforded the opportunity to apply for *Lecturer II* at the appropriate time. In Fall 2013, one person made an application requesting either advancement to *Lecturer II* or advancement to *Lecturer II* and *Senior Lecturer* simultaneously because they felt that their accomplishments during their long-time service as *Instructors* should be considered as "equivalent experience", (Faculty Handbook Chapter 3.IV.B). The advancement to *Senior Lecturer* for this individual was recommended by the College of Business, the Provost, and the President and approved by the Board of Trustees through the normal advancement process. It is my understanding that at least two additional people with many years of service in the College of Business have submitted applications for advancement requesting that their equivalent experience be considered for advancement to *Lecturer II* and *Senior Lecturer*. This argument by a faculty member may or may not be supported by the reviewing bodies in the same way that any request for promotion or advancement may or may not be supported by the reviewing bodies.

For non-tenure-track faculty applying for advancement, the recommending bodies include a faculty committee, department chair, college dean, provost, and president, with final approval by the Board of Trustees of UCA (Faculty Handbook Chapter 3.VII.C). These processes have been followed and will always be followed for advancement applications.

**Response to Faculty Concern regarding faculty salaries and salaries of Provost's office faculty administrators**

As of July 1, 2014, faculty were eligible to receive the following salary increases:

- (a) a 2% cost-of-living adjustment (for full-time faculty employed as of December 31, 2013),
- (b) an allocation from an equity/merit pool, and
- (c) an increase for promotion/advancement in faculty rank, if applicable.

As a result, the percentage increase in faculty salaries totaled ~~4.44%~~<sup>3.0%</sup>. The percentage increase for faculty administrators in the Provost's office totaled 3.94%. Both of these percentage increases exclude salaries for those that assumed a new administrative position.

*Correction* 