

FIXED-TERM FACULTY TASK FORCE, Spring 2003

3-25-03

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UNC-OP/NTTF/--Status document as of 3/25/03

BACKGROUND:

This document provides the recommendations put forth by the UNC-OP Fixed Term Faculty Committee that met during the 2001/02 academic year. The ECU campus task force currently working to seek implementation etc. of these recommendations has begun to develop information regarding policies/practices as they currently exist on this campus in relation to the recommendations. The information below is therefore "in process", with content being supplied under the "status" heading to indicate the current status of the particular recommendation on the ECU campus. As a result of the "in process" situation, there are recommendations without any "status" commentary. The absence of such information does not mean that there is not currently anything in existence at ECU in relation to the particular recommendation; it merely means that the ECU TF has not yet been able to put what does exist into the document.

All sixteen UNC campuses are addressing the recommendations in cooperation with the UNC Office of the President. There is no specific established deadline for the system groups to complete their work because the UNC Office of the President recognizes the complexity between and among each system university. Dr. Betsy Brown in the UNC Office of the President is the coordinator for this system-wide effort and has chaired two video-conferences and one called meeting held in Chapel Hill.

The ECU Task Force has been meeting since the beginning of the current semester. A proposed approach/method to address recommendation #1 has been forwarded to both the Provost and the Vice Chancellor for Health Sciences for their review. The ECU Task Force expects to have a faculty/staff plan developed by each appropriate school/college/department by early May. In the meantime, the ECU Task Force continues to meet and address the other recommendations.

The ECU Task Force will continue to work with the goal of developing suggested recommendations to be put before the appropriate faculty entities and university administrators for review, revision, and possible adoption as policy.

RECOMMENDATION 1:

Each UNC institution should develop a staffing plan defining a desired mix of various types of faculty appointments and monitor its progress in moving toward its staffing goals. These plans should be developed with input from a broad array of campus constituencies, including non-tenure track faculty. The staff of the Office of the President should also undertake periodic studies of the mix of faculty appointments across the University.

Status: ECU FT-Task Force has drafted a proposal for the review and approval of the Provost/VCAA and VCHS requesting academic units to prepare faculty staffing plans for the time period of 2003/04 through 2004/05.

RECOMMENDATION 2:

Each campus, whenever possible, should offer multi-year contracts (for three or more years) to full-time non-tenure track faculty who have successfully completed a probationary period or otherwise demonstrated their effectiveness and contributions.

With careful planning, departments should be able to determine their needs for continuing full-time faculty while reserving flexibility in some positions in anticipation of changes in enrollment, funding, and the availability of tenure-track and tenured faculty.

Status: There are currently no stipulations or policy issues preventing academic units at ECU from offering multi-year contracts to full-time non-tenure track faculty.

Appendix C, 1, A. (p. C-3) describes the unit administrator's authority, in concert with the relevant vice-chancellor, to determine the "number and nature of positions needed" in any given academic unit.

RECOMMENDATION 3:

The Office of the President should develop a policy and guidelines for non-tenure track appointments, requiring each institution to develop the following:

- A. a definition of "full-time" faculty load appropriate to the institution's mission and program array;
- B. a definition of assignment and responsibilities that constitute 50%, 75%, and 100% loads, with identification of the employee benefits available to faculty employed at a percentage of a full-time load;
- C. a policy determining under what circumstances faculty on part-time appointments can be assigned full-time loads;

- D. a policy determining under what circumstances, if any, part-time faculty should be issued two-semester continuing contracts with accompanying eligibility for benefits;
- E. a policy for timely notice of appointment and reappointment of part-time faculty.

Status: At ECU there currently exist within individual academic units unrelated and uncoordinated practices and policies addressed in items A through D above. In terms of item E, Appendix D, II A & B specify the policies and procedures for appointment and reappointment, including fixed-term faculty. The ECU Faculty Manual does not specify any distinction between full-time and part-time faculty.

RECOMMENDATION 4:

Each campus should develop a set of clearly defined position descriptions and titles for full and part-time non-tenure track positions. The use of "advanced" titles with appropriate salary increases and other recognition should be considered to appropriately distinguish faculty with longer service records and accomplishments (for example, Senior Lecturer or Research or Clinical Faculty with rank).

Status: The ECU Faculty Manual does specify a set of position titles for both fixed-term and tenure-track faculty: Appendix D, IIA, 1a-c.

Currently there is no specific titles to denote longevity or "advanced" status for fixed-term faculty.

RECOMMENDATION 5:

At campuses which have not done so, full-time and part-time non-tenure track faculty should be provided a specific description of the evaluation process and criteria by which their performance will be judged and how the evaluations will be linked to reappointment and salary determination; training should be provided to department chairs on effective means of evaluating and supervising non-tenure track faculty.

Status: Appendix D, II A & B currently provide guidelines for the evaluation and reappointment, or non-reappointment, of fixed-term faculty.

RECOMMENDATION 6:

Each campus should:

- A. provide non-tenure track faculty adequate orientation to their responsibilities and access to office space, telephones, computers, email, clerical support and other assistance necessary to fulfill their responsibilities;
- B. develop guidelines for the proper compensation, either through stipends or adjusted teaching loads, for advising and administrative activities assigned to non-tenure track faculty;
- C. include non-tenure track faculty as appropriate in decision-making processes at the department, [school], college, and university level, particularly in decisions affecting their own responsibilities and employment conditions.

Status: There is probably a high degree of variability as to practices in relation to item A above. There is also variability as to how individual units explicitly address item B above. The ECU Faculty Manual stipulates the various arenas wherein faculty have the right to vote.....

RECOMMENDATION 7:

Each campus should provide opportunities to non-tenure track faculty for professional development activities and for recognition of their accomplishments through campus awards.

Status:

RECOMMENDATION 8:

As part of their staffing plans, institutions should:

- A. analyze the compensation of full-time and part-time non-tenure track faculty and weigh this compensation against the duties and responsibilities of these positions;
- B. increase compensation where appropriate to ensure the continued employment of qualified, experienced, and professional faculty;
- C. develop policies for the eligibility of full-time non-tenure track faculty for regular salary increases and for the increases in part-time faculty stipends, both across-the-board, within disciplines, and for individual faculty based on experience and performance.

Status:

**SURVEY OF STUDENT - ATHLETE MAJORS
MARCH 2003**

<u>Major</u>		<u>Number</u>
ACCT	(Accounting)	1
AMID	(Apparel Merchandising and Interior Design)	1
ART	(Art)	4
ASIP	(Administrative Services and Information Processing)	5
BIOL	(Biology)	2
*BSBA	(B.S. in Business Administration)	31
CDFR	(Child Development and Family Relations)	7
CHEM	(Chemistry)	3
CMGT	(Construction Management)	5
COMM	(Communication)	37
CSCI	(Computer Science)	1
CSDI	(Speech and Hearing Science)	4
DESN	(Design and Drafting)	1
DSCI	(Decision Science)	3
ECON	(Economics)	2
ELEC	(Electricity/Electronics)	3
ELEM	(Elementary Education)	4
ENGL	(English)	4
EXSS	(Exercise and Sports Science)	25
FINA	(Finance)	2

**SURVEY OF STUDENT - ATHLETE MAJORS
MARCH 2003**

GEOG	(Geography)	1
GERM	(German)	1
HIST	(History)	5
ITEC	(Industrial Technology)	11
JUST	(Criminal Justice)	3
MANF	(Manufacturing)	1
MGMT	(Management)	9
MKTG	(Marketing)	5
MUSC	(Music)	2
NUHM	(Nutrition and Hospitality Management)	4
NURS	(Nursing)	4
OCCT	(Occupational Therapy)	1
POLS	(Political Science)	2
PSYC	(Psychology)	5
RCLS	(Recreation and Leisure Studies)	6
REHB	(Rehabilitation Studies)	2
SOCI	(Sociology)	2
SOCW	(Social Work)	2
GRAD	(Graduate School)	2
Total		<hr/> 215

*Includes, Decision Sciences, Finance, Management, Marketing

Source: C-USA 2002-2003 Eligibility Lists – Designated Majors