

Rationale

The policy of hiring faculty at the rank of professor, but untenured, has been a problem resulting in multiple appeals at the cost of significant faculty and administrative time. Because of the problems associated with this practice, the Provost is currently not approving any faculty appointment at the rank of professor without tenure. This proposed change to the handbook would clarify this issue and codify current practice. We are asking approval of this as a special order because President Geoffroy, who has also recognized this as a problem and inconsistency between handbook language and current practice, would like to approve this change under his administration. With the presidential transition now scheduled to occur mid-January, this December meeting will be the last faculty senate meeting while Dr. Geoffroy is president.

3.1 Appointment Policies

Appointments to the faculty are ordinarily made for the nine-month academic year (B-base). Twelve-month A-base appointments are reserved for administrative positions and for persons whose responsibilities require year-round service. As professionals, faculty members and administrators arrange their own work schedules during their appointment periods so as to carry out their on-going responsibilities to the university. Persons on A-base are on duty the entire fiscal year, during which they accrue twenty-four days of paid vacation. Persons on B-base are on duty during the academic year, and they receive no paid vacation ([4.5.1 Vacations and Holidays](#)). Persons on A-base part-time appointments are expected to maintain their responsibilities to the department, college, and university throughout the entire fiscal year. Persons on B-base part-time appointments are expected to maintain their responsibilities to the department, college, and university throughout the entire academic year.

B-base faculty members may be appointed for specific assignments in the summer, if warranted by the needs of the department. A B-base faculty member may ordinarily be employed by the university for no more than two months during the summer in addition to the academic year appointment. Exceptions may be made when necessary to carry out the provisions of a grant or contract, provided that the faculty member's support for that period is entirely from nonappropriated funds and the request for an exception is endorsed by the dean and approved by the provost. Summer salary, when paid from state appropriated funds, is based on the individual's B-base salary during the preceding academic year, prorated according to the length of the summer appointment. Summer appointments are ordinarily made on a year-by-year basis. Any commitments for summer appointments extending beyond one year are contrary to university policy and are, therefore, possible only with prior written approval of the dean of the college and the provost.

Initial appointments may be made to any of the academic ranks - assistant professor, associate professor, or professor. Appointment to the rank of assistant professor may be for a period of four years or less, with option of renewal for a period up to three years. Initial appointment to the rank of associate professor ~~and professor~~ may be made either for a specified term or it may be continuous, thereby granting the individual academic tenure. [Initial appointment to the rank of professor must be continuous, thereby granting the individual academic tenure.](#) Appointments to tenured positions are made only after consultation and special approval of the dean of the college and the provost. The provost must have an opportunity to meet candidates for a tenured position before approval is requested.

Departments will advertise for full-time tenure-eligible or tenured positions and must have funding for a full-time hire. Advertisements will include information about university policies for flexible and part-time appointments. At the request of the faculty member, the department chair may appoint the new faculty member on a term or permanent part-time tenure-eligible or tenured basis. After an initial permanent part-time appointment, increases in the appointment are not guaranteed; however, they may be negotiated via request by the faculty and approval by the department chair. (See section 3.3.1.1)

When the appointment will include the responsibility for teaching a course by a non-tenure-eligible person, departmental/program faculty consultation is required. The consultation procedures shall be specified in departmental/program governance documents. If circumstances prevent obtaining faculty consultation, the chair may make a one-year term appointment. Reappointment beyond one year requires faculty consultation as described in the pertinent governance document. The faculty of a department/program may delegate their consultation role to the department chair by a formal vote. Such delegation should be reviewed at the time of reappointment or appointment of a department chair.