

FACULTY MEETING
February 6, 2015

MOTION

The Office of the Dean of the Faculty and Vice President for Academic Affairs moves to approve the following recommendations with regard to non-tenure track faculty, and accordingly, changes to the Faculty Handbook (see attached).

- 1) Reserve the designation of Visiting Assistant Associate Professor (VAP) to a maximum three-year, non-renewable contract.
- 2) Establish and define the rank of Teaching Professor to designate Visiting Professors whose contract is renewed for a minimum of an additional two-years.
- 3) Formalize the reappointment criteria and length of service of VAPs resulting in the change of rank to that of Teaching Professor.
- 4) Reserve the term of Lecturer for individuals who are not in possession of a terminal degree regardless of length of appointment or teaching load.
- 5) Create the rank of Senior Teaching Professor for eligible Teaching Professors who possess a terminal degree, the requisite credentials, and have taught at the institution in continued service for a minimum of six years.
- 6) Create the rank of Senior Lecturer for eligible Lecturers who possess the requisite credentials and have taught full-time at the institution in continued service for a minimum of six years.
- 7) Formalize the reappointment process and criteria of Teaching Professors and full-time Lecturers to include institutional and departmental need, high quality teaching, and contributions to the affairs of the department/program and the institution.
- 8) Establish the process and criteria for promotion of Teaching Professors and full-time Lecturers to include department/program and institutional need, high quality teaching, and contributions to the affairs of the department/program and the institution.
- 9) Regulate the employment termination of individuals in Teaching Professor and full-time Lecturer ranks.
- 10) Grandfather long-term serving VAPs and full-time Lecturers into the new policy.
- 11) Eliminate the rank of Trustee Visiting Scholar.

Rationale:

Skidmore's faculty is comprised of tenured, tenure track, and non-tenure track faculty in full- and part-time appointments. Contingent appointments include Librarians, Artists- and Writers-in-Residence, Teaching Associates, Visiting Professors and full- and part-time Lecturers. Although the Faculty Handbook (FHB)

handling of the two full-time contingent ranks in question: the Visiting status at Skidmore, reserved for those who hold a terminal degree, offers no possibility of advancement, and it is a misnomer for faculty who have served at the institution on multiple continuous contracts, and thus, may have not been strictly "visiting".

Formalizing the status of these two non-tenure-track ranks in no way weakens Skidmore's commitment to strengthening and increasing the number of tenure-track lines. In fact, while the number of VAPs and

Proposed Changes to the FHB for Continuing Appointments: Visiting Assistant Professors,
Teaching Professors, and Full- time Lecturers

Part One, Section VI, Appointments to the Faculty, Section E

1. Under E. Non-Tenure-Track Appointments, number 1 added paragraph at the end:

Full-time Teaching Professors may be hired for additional one, two, or three years beyond an initial three-year contract, in a department or program. On or before February 15 of the first year, the appropriate department or program may request the Associate Dean for Personnel to terminate the Teaching Professor's multiple year contract. If the Associate Dean for Faculty Development, Personnel and Diversity grants the request, s/he shall notify the appointee of such termination in writing on or before March 1st of the first year of the appointee's contract. Where possible, full-time Teaching Professors and full-time Lecturers on multiple year contracts will be advised of their contract renewal a year in advance of the expiration of their existing contract. Contract and length of renewal will depend on the Teaching Professor and Lecturer's performance in the classroom, institutional need and department/programmatic and enrollment needs.

2. Under E. Non-tenure-Track Appointments, number 2 delete "e" "Trustee Visiting Scholar".

Replace with the following:

e. Visiting Assistant Professor: a Visiting Assistant Professor (VAP) is usually a full-time member of the faculty in a department or program who is on a non-renewable contract of up to three years. No promotions

effective service to the department, the College and the profession; and (4) demonstrated departmental or institutional need.

5. Lecturers:

The criteria for reappointment and for promotion of full-time Lecturers are: (1) high quality teaching; (2) evidence of professional growth that maintains ~~and~~ ^{enriches} and enhances effectiveness in the classroom, studio, or laboratory; (3) effective service to ~~the~~ department, the College and the profession; and (4) demonstrated departmental or institutional need.

In Section D. Reappointment ~~add~~ the following paragraphs:

5. Reappointment of Teaching Professors and Full-Time Lecturers

a. At the end of the appointee's first year in the ~~case~~ two-year contract and at the end of the second year in the case of three-year contracts, the department or program shall determine whether or not it regards the appointee as a candidate for reappointment according to the criteria set forth in Part I, VII, C, 4 and 5 of the FHB and department or program procedures ~~shall~~ ^{shall} inform the Associate Dean of the Faculty for Personnel, Development, Diversity ~~of~~ its decision before May 31st of that year.

b. Should the department decide not to renew the contract, by ~~June~~ ^{June} of the appointee's first year in the case of two-year contracts, and of the second year in the case of three-year contracts, the Dean of the Faculty/Vice President for Academic Affairs ~~shall~~ ^{shall} remind appointees not regarded as candidates for reappointment that their service will terminate at the end of the term under contract.

c. If the appointee believes that the decision ~~against~~ ^{against} reappointment was made in violation of academic freedom and rights or was procedurally inadequate ~~UAFR~~, upon petition of the appointee, will review the allegations and report their findings ~~to the Dean~~ ^{to the Dean} of the Faculty/Vice President for Academic Affairs.

d. If the appointee believes that the decision ~~against~~ ^{against} reappointment was based on inadequate consideration of the standards for continued service, the Associate ~~Dean~~ ^{Dean} of the Faculty for Personnel, Development, and Diversity may review the evaluation.

e. In either (i) or (ii), the result of a finding in favor ~~of~~ ^{of} the appointee will be to return to the department for reconsideration.

f. If the department and the Associate Dean of the ~~Faculty~~ ^{Faculty} for Personnel, Development and Diversity differ, the Dean of the Faculty/Vice President for Academic Affairs will convene an ~~ad hoc~~ ^{ad hoc} group, consisting of the Chairs of the other departments with Teaching ~~faculty~~ ^{faculty} and full-time Lecturers, who will provide an additional perspective. The Dean of the Faculty/Vice President for Academic Affairs makes the final decision.

g. If the Dean of the Faculty/Vice President for ~~Academic~~ ^{Academic} Affairs' decision is negative, the Dean of the Faculty/Vice President for Academic Affairs by ~~March~~ ^{March} shall remind those appointees in the final year of their contracts that their contracts ~~terminate~~ ^{terminate} at the end of that academic year.

h. After the second two- or three-year contract, Teaching Professors and full-time Lecturers who are reappointed will receive an additional contract length of which will depend on departmental and institutional need. The extension can be for one, two or three years. Additional reviews will happen every second or third year depending on the length of the new contract.

In Section F. Promotion, number 2. Procedures for Promotion, add the following paragraphs:

e. Teaching Professors

Promotion to Senior Teaching Professor is granted by the Board of Trustees upon recommendation of the Dean of the Faculty/Vice President for Academic Affairs after consultation with the department or program. The Department Chair/Program Director shall describe consultation procedures within the department when recommending a promotion. Promotion is based on merit and not guaranteed by years of service.

f. Lecturers

Promotion to Senior Lecturer is granted by the Board of Trustees upon recommendation of the Dean of the Faculty/Vice President for Academic Affairs after consultation with the department or program. Only full-time Lecturers are eligible for promotion. The Department Chair/Program Director shall designate the consultation procedures within the department when recommending a promotion. Promotion is based on merit and not guaranteed by years of service