COMMITTEE: Faculty Governance

MEETING DATE: November 9, 2005

PERSON PRESIDING: Puri Martinez

REGULAR MEMBERS IN ATTENDANCE: Patricia Anderson, John Cope, Edson Justiniano, Nanyoung Kim, and Puri Martinez,

EX-OFFICIO MEMBERS IN ATTENDANCE: Catherine Rigsby, Jim Smith, and Lisa Sutton

OTHERS IN ATTENDANCE: Lori Lee

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ACTIONS OF MEETING

Agenda Item: Approval of Minutes from October 26, 2005

Discussion: Minutes were distributed electronically and at the meeting. There were no amendments or discussion.

Action Taken: The minutes will be approved at the next meeting.

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Agenda Item: Meeting dates

Discussion: The committee agreed to meet on the following dates for the remainder of the semester, working from 3:00 to 4:30 p.m. for each week: November 16, November 30, December 7, and December 14.

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Agenda Item: Appendix C, Section D, Specific Criteria for Appointment, considering a. Probationary appointments and b. Teaching Fixed-Term appointments (using Attachment #2 from initial materials distributed to committee at beginning of academic year)

Discussion: The committee reviewed a draft of revisions to the category of Instructor. Martinez reviewed earlier discussions on the possible use of the terms “lecturer,” “senior lecturer,” “teaching instructor,” “teaching assistant professor,” “teaching associate professor,” and “teaching professor,” with similarly constructed titles in the area of research and clinical practice. The group discussed the possibility of shifting to these titles for fixed-term personnel. The group continued with discussion on titles as referred to in Appendix D, considering Part II, Faculty Appointments. The following text was modified and approved after a motion by Morrison, a second, and vote of the group:

II. Faculty Appointments
   A. General Provisions
      1. Categories of Appointments
         There are three kinds of faculty appointments:
         (a) Fixed-Term Appointments [cf. Special Faculty Appointments, the UNC Code, 604C and ECU Faculty Manual, Appendix C.]. Fixed-term appointees do not hold professorial ranks, but are appointed with titles such as lecturer but are appointed with the following titles: visiting instructor, visiting assistant professor, visiting associate professor, visiting
professor, teaching instructor, teaching assistant professor, teaching associate professor, teaching professor, research instructor, research assistant professor, research associate professor, research professor, clinical instructor, clinical assistant professor, clinical associate professor, or clinical professor, visiting assistant professor, visiting associate professor, or clinical professor. The visiting title shall not be used for periods of time beyond the initial date of employment. It shall be used only for those fixed-term faculty members who are visitors, temporary replacements, or for whose disciplines the institution in good faith expects to have only a short-term need. Use of the visiting title for extended periods of time is a misuse of this title. Fixed-term appointments are without permanent tenure and do not entitle the faculty member to consideration for reappointment or conferral of permanent tenure. No obligation exists on the part of East Carolina University to give any notice before a current fixed-term appointment expires as to whether re-employment will be offered for a succeeding term; the contract will be renewed (except as specified in Section II.B.1).

(b) Probationary Appointments and Reappointments. Probationary appointments are made at the professorial ranks of instructor, assistant professor, associate professor, or professor. Probationary appointees are entitled to reappointment reviews and, if reappointed throughout the probationary period, are entitled to a tenure review. The timing of these reviews is explained below.

(c) Appointments with Permanent Tenure. Appointments with permanent tenure are continuous until retirement, resignation, or removal according to the provisions of Section VI or VII of this document. Appointments with permanent tenure may be made at the professorial ranks of assistant professor, associate professor, or professor.

E. Initiation of Recommendations

Please refer to interpretation #199-11.)

1. The unit administrator shall give timely notice to the chair of the unit Personnel Committee when personnel actions are to be initiated, and of the date by which the committee’s recommendation must be communicated to the unit administrator. After being notified by the unit administrator that a personnel action is required, the chair of the unit Personnel Committee shall make at least three attempts at intervals of no less than five working days each to hold a committee meeting of the unit’s Tenure and/or Promotion Committee. In order to conduct business a committee shall not meet without a quorum (a majority of the members of a committee must be in attendance for the committee to have a quorum). The purpose of this meeting is to hold a vote on the pending personnel action. All materials pertaining to the pending personnel action must be available for inspection by the members of the committee(s) having authority over the pending personnel action at least five business days prior to the meeting (see the Personnel Action Dossier). A faculty member on leave and not in attendance at a meeting shall not be counted for the purposes of determining a quorum for that meeting. A faculty member on leave but in attendance at a meeting shall be counted for the purposes of determining a quorum for that meeting. If the committee fails to meet the unit administrator’s deadline for receipt of the committee’s recommendation, this outcome shall count as a recommendation by the committee against appointment, reappointment, promotion, or tenure. In such a case, the chair of the unit Personnel Committee shall report in writing to the unit administrator that after at least three attempts the committee has failed to meet due to a lack of a quorum, and that this outcome constitutes a recommendation against appointment, reappointment, promotion, or tenure. The unit administrator shall forward the committee’s recommendation and the unit administrator’s recommendation to the candidate and to the next higher administrator.

Discussion: The group continued its discussion on the draft language of different titles for fixed-term faculty members. There was discussion about the possibility of assigning tenure for existing fixed-term faculty members. The need to design a system that would be
clear, especially in relation to the evaluation of faculty and the advancement of the tenure process was emphasized. The group agreed that they would prefer to avoid a system that would result in a two-class system. One member reminded the group that a fixed-term faculty member does have the protection of tenure for the duration of his/her contract.

Cope raised the point about the use of doctoral students providing increased teaching responsibilities as the university increases its number and placement of doctoral programs. The group discussed whether fixed-term faculty should be expected to demonstrate teaching, research, and service.

Chair Martinez asked if the group would agree in a general sense to the pattern of using the words “teaching, research, and clinical” before the titles of instructor, assistant professor, associate professor, and professor as a common set of titles to be used campus-wide for fixed-term faculty members. The group agreed to these general titles and Rigsby and Martinez agreed to work together to draft alternative descriptions with parallel sets of responsibilities and expectations appropriate to the position.

The question of whether a person would be able to switch from a fixed-term position into a tenure-track position? The group agreed that current policy would allow a fixed-term faculty member to apply to any search that is conducted within a department. A current fixed-term person can be selected to fill a tenure-track position.

The meeting adjourned at 4:30 p.m.