

Faculty Personnel Policy Committee
November 23, 2004

Members present: Teresa Beck, chair, Douglas Chung, Suzanne Crampton, Ron Dwelle, Martha Golensky, Jon Jellema, Loretta Konecki, Linda Masselink, David McGee, Scott Richardson, Tim Strickler, Don Williams
Guest: Tom Butcher

Teresa distributed "Issues Brought Up at ECS" for our discussion on the Joint Appointment Policy.

The following are the issues and decisions from today's discussion:

1. *Some people even suggested that untenured faculty should not have joint appointments.*
 - We have programs without faculty and need to have a way to share faculty. Some programs may require a faculty expertise that is not currently on campus and need to recruit specifically for that program
 - The document was written to include tenure-track faculty and there are no legal impediments to including tenure-track faculty.

Decision: The policy includes tenure-track and tenured faculty.

2. *Can a faculty member change primary and secondary units? Does the primary unit have some say in this?*

Decision: No. The faculty member does not make this decision. This is a discussion and decision that would take place by all parties.

3. *Some people suggested using the word "alternate" rather than "secondary" since one might be working primarily in the secondary unit rather than the primary unit.*

- "Alternate" implies "instead of".

Decision: Use the word "secondary".

4. *Change merit increase to be proportional to the departmental effort as the \$\$ follow the individual.*

5. *Regarding salary recommendations – How will the final salary recommendation be arrived at by the primary dean? Suppose the primary dept. recommends only satisfactory, while the secondary dept. and dean recommend meritorious? Etc.*

Decision: Tom Butcher stated these concerns have already been articulated in the Memorandum of Understanding under "Annual Merit and Salary Changes".

6. *Should non-tenured faculty ever teach a majority of their course workload outside of their primary department? I believe there was a concern for continuity and communication in the primary department from which a faculty member would be seeking tenure and promotion. Some of the discussion sounded like 50% teaching in a secondary department would be the most in order for continuity and success of a non-tenured faculty member.*

- This works well with classes that are closely aligned. With departments it works, with programs it is more of a problem.
- If an agreement is drawn up and agreed upon, this should not be a problem.

Decision: There is not a “maximum” for teaching outside the primary unit.

7. *What mechanism will secondary programs/departments use to make personnel recommendations? I believe that there was confusion as to whether there would be 2 personnel reviews (primary and secondary departments). If there are not 2 reviews, who or what documentation would be forwarded to the primary department? I didn't hear strong support for either, just more clarification regarding specifics.*

Someone wanted to permit a representative from the secondary dept. to attend primary meetings for tenure and promotion without a vote.

Decision: Tom Butcher stated the joint appointment letter would get more detailed in specifics of how the review/evaluation works. It would set up expectations.

Reference “Unit Notification” in the faculty handbook to be consistent with what the candidate has to do for personnel reviews. 2.10.7 B

When the candidate is a joint appointee, a representative from the secondary department or program may attend and participate in the discussion.

8. *Can new regular faculty be assigned to a program (as opposed to a department) as a primary unit?*

- A faculty member must be affiliated with a tenure granting department to get tenure.

Decision: No

9. *Can a tenured faculty member with a joint appointment negotiate to do most of their, if not all, teaching in the secondary department?*

Decision: Yes (Discussion would be among department chairs and deans.)

Would the primary department have veto power over this arrangement?

Decision: No. This is covered in the policy.

10. *Addition of “college” to department and programs.*

Decision: The policy covers “college”. Leave the wording as is.

11. *If teaching in secondary unit and cannot get out of class to make it to primary unit's personnel committee, how does that impact the quorum?*

Decision: This is not an issue for this policy. This already happens when faculty are teaching during faculty meetings for personnel actions.

12. *Is the evaluation of a person from the secondary unit binding or advisory to the primary unit when making personnel decisions?*

The primary department should give due consideration to the evaluation.

Decision: No