ADJUNCT FACULTY COMMITTEE

Minutes for 11/16/2012

AFC Members Present:  Keefe, Ligon, Campbell, Eaton, Okere, Proff, Huebner, Ellis-Lai, Dorman, Banta, Betros
Guest:  Debra Feakes
Minutes recorded by Okere

Meeting called to order at 2:02PM

I. Minutes from the 10/19 meeting were unanimously approved.

II. Adjunct Faculty Departmental Policies

A handout listing adjunct faculty departmental policies that have been received was circulated.

III. AFC projects in process

a. Part-time faculty teaching award

From Faculty Records: there are 469 part-time faculty for Fall 2012

College level vs. University level awards

College level awards would eliminate the need for a university review group, and reduce the ‘apples to oranges’ comparisons between faculty in vastly different disciplines.

At the College level, one concern is equity because some colleges have many more part-time faculty than others.

Feakes: The Faculty Senate recommended one award for each college.

The committee discussed the College level vs. University level awards and recommended to the AF Teaching Awards Committee that we request one award for each college as well as a recognition (not a monetary award) at the presidential level to be acknowledged at the Fall Convocation.

b. Adjunct faculty committee webpage

Discussion of how to move forward with content suggestions (service opportunities, HR benefits, parking policy, FAQ, an annual report of adjunct faculty accomplishments, safety procedures link). Assign to individuals or a group?

Proff: Proff will be manager of the website, however, the committee needs to identify an owner of the site. Feakes suggested Valerie Anderson serve as the owner. Drafts of content should be submitted to Brittany Webb. New additions to the website should go through the committee to ensure that it is appropriate for website. Feakes suggested developing criteria to determine which submissions are appropriate for the website. Once content is determined to be appropriate for the website, the original author is responsible for getting the final draft approved prior to Proff posting it to the website.

c. Adjunct Faculty Development Leave counter proposal

- In lieu of a Development Leave, an adjunct faculty course release award for research projects and curriculum development/teaching improvement projects
- University-wide, ten one course releases to be awarded annually, five in each long semester [Approx. $40,000 total]
- Eligibility: Full-time Lectures and Senior Lecturers with at least eight semesters of a Texas State teaching appointment at 50% or more FTE
- Proposals will be reviewed, and scored by the elected Senators and Senate Liaisons from each college. Recommendations will be forwarded to the Senate for approval.
- Post-award report due to Provost and Dean
- Awardees may reapply four or more years after their award semester
- Hubener: A concern with a single course release is that a faculty member would still have to be on campus if they teach more than one course. This would limit a faculty member’s ability to complete off campus projects.
- Feakes: The committee should consider building the option of multiple course releases into the policy. The policy should include statements identifying commitments for both the faculty member and the University upon completion of the course release.

- The Committee discussed the possibility of requesting more awards to accommodate faculty members requesting more than one course release. The Committee will identify a person to head up this task force at a future meeting. Campbell, Keefe, and Okere are interested in serving on the task force.

- Okere: The eligibility lists full time Lecturers and Senior Lecturers. Could this be expanded to include Clinical Associate and Clinical Assistant Professors? The Committee discussed that they should be included and the policy to be drafted should reflect their inclusion.

III. Follow-up on 10/19 meeting item

Adjunct Faculty roster and communication system additions
US 1100, reply from Pam Wuestenberg:
If an instructor is an adjunct in their department, then they are already counted in your survey. If they are a PACE advisor (or any other advisor on campus) – or student affairs staff, they typically have a full time job with the university and they teach US 1100 as an out-of-load assignment.
We have 170 instructors that may/may not be adjunct faculty. We have 6 instructors who only teach US 1100 and they are:

- Chloe Carson
- Mike Miller
- Jay Hiebert
- Monorith Ly
- Dana Holmes
- Michelle Lopez

RTA to clarify who does/does not have departmental representation and how these instructors would become eligible for the college level teaching awards.

IV. Old business

a. Committee title (History Dept. Liaison, Deirdre Lannon)
I would like to propose that finding an acceptable name for this section of faculty be a priority. I think the dialogue will be much more meaningful, and the work of the committee will be more valuable if the name didn't imply marginal participation, or a lesser status.

The University of Washington, among others, uses the terminology "Ladder" and "Non-Ladder."

Ladder Faculty – Comprises 3 main categories: tenured, untenured, and without tenure. Tenured faculty include associate professors and professors; untenured faculty include assistant professors and acting assistant professors who are eligible for tenure; and without tenure faculty include assistant professors, associate professors, and professors who, due to funding, are not eligible for tenure.

Non-ladder Faculty – Includes the following positions: full-time lecturer, senior full-time lecturer, teaching associate, part-time senior lecturer, principal lecturer, artist in residence, and part-time lecturer.

The Committee discussed the following proposed committee names: affiliate/affiliated, associated, collaborative, non-tenure track, instructional, and contingent Faculty Committee. Committee members are asked to poll their colleges to determine which of these proposed names are preferred and/or for additional suggestions. The Committee requested Conroy ask to speak with Cynthia Opheim/other University administrators to discuss the name of committee.

b. Parking
Current policy:
Only per course faculty and adjuncts appointed at 50% FTE or less are eligible to be compensated for parking permit fees. This compensation is at the department level however Department Chairs are not REQUIRED to pay for parking.

- Faculty with a nine or twelve month contract whose salary is below $25,000 are eligible to purchase a reduced fee permit. The committee should determine how long 25K has been the limit and if it is appropriate to request the limit be raised.

Proposal to discuss

All faculty salaried at less than $10,000 per semester (no contract stipulation) should be eligible for reimbursement of the reduced parking permit fee. The Committee will determine the number of people who would fall in this category once the salary data are released. The Committee should also determine how many people are asking Department Chairs for reimbursement. The Committee requested Conroy invite Mr. Richmond, Director of Transportation Services to present the rationale for reduced parking permit fees.

V. New Business

a. PPS 7.14, Hiring and Use of Temporary, Non Continuing Faculty
   This policy is up for review in February 2013. Please review the policy for a discussion at our January meeting of the policy and revisions the committee might want to propose.

The Committee did not have any additional new business.

b. Spring meeting dates, 2:00-4:00
   January 25
   February 15
   March 22 (MC at conference, WD chairs?)
   April 26

Meeting Adjourned 3:35 PM