

APPOINTMENTS - FACULTY AND ADMINISTRATIVE EMPLOYEES

Recommendations for minor revisions in the Board of Trustees Regulations Section II, Subsection A. are proposed. Revisions listed below range from minor word changes to accommodating university's and employee unions' needs, and include revisions suggested by the Ad Hoc Governance Committee at its meeting on October 20, 2016. Appropriate rationale is included with each proposed revision. Additions to the text are shown in red font and eliminations of text are shown with strike through of such text.

1. Visiting Appointments

Current

The president or designee is authorized to make visiting faculty appointments to approved positions in accordance with Board Regulations as necessary and justified by prudent financial management. Visiting appointments shall be made for persons employed outside the university or on temporary leave from such employment or retired from such employment. Visiting appointments shall be for a specific period of one year or less. There shall be no presumption of renewal or extension of visiting appointments. Each visiting appointment is a separate, noncontinuous appointment. Visiting faculty shall not be eligible for tenure.

Proposed

The president or designee is authorized to make visiting faculty appointments to approved positions in accordance with Board Regulations as necessary and justified by prudent financial management. Visiting appointments shall be made for persons employed outside the university or on temporary leave from such employment or retired from such employment. Visiting appointments shall be for a specific period of ~~one year~~ **two years** or less. There shall be no presumption of renewal or extension of visiting appointments. ~~Each visiting appointment is a separate, noncontinuous appointment.~~ Visiting faculty shall not be eligible for tenure.

Rationale

1. When an academic unit is conducting a search to replace a retired or resigned tenured or tenure-track faculty member, a visiting faculty member may be hired for a year to cover the duties of the retired or resigned tenured or tenure-track faculty member. However, under the current regulations, by the end of that one year, if the unit is unable to replace the departed faculty member or if another regular faculty member also retires or resigns, the academic unit cannot continue or renew the existing visiting faculty for a second year, and has to search for and hire a new visiting faculty and train that individual; this is neither productive nor efficient. The inconsistency created under existing regulations negatively impacts students as well as creates inefficient consumptions of university resources.
2. Central Management Services (CMS) allows tenured and tenure-track faculty to go on medical leave continuously for 2 years, and in such cases, academic units find it difficult to hire visiting faculty for one year at a time to cover the duties, especially research and scholarly activities, of the tenured and tenure-track faculty on medical leave.
3. In some disciplines where it is difficult to recruit for tenure-track positions, especially candidates from underrepresented groups, academic units would like to hire candidates who have not completed their doctoral degrees into visiting faculty positions, and at times these candidates need more than a year to complete their doctoral degrees while fulfilling their visiting duties at NIU before they are eligible to be considered for tenure-track positions. Hence, the current policy discourages departments from developing and then hiring faculty candidates from diverse backgrounds.

2. Temporary Appointments

Current

Temporary appointments shall be for a specific period of one year or less. There shall be no presumption of renewal or extension of temporary appointments. Each temporary appointment is a separate, noncontinuous appointment. Instructors or other persons appointed on a temporary instructional faculty contract shall be limited to no more than five full-time consecutive temporary appointments. However, the president or designee may authorize an extension of this limit with justification on a case-by-case basis. The president or designee is authorized to make such appointments in accordance with Board Regulations and as necessary and justified by prudent financial management.

Proposed

Temporary appointments shall be for a specific period of one year or less. There shall be no presumption of renewal or extension of temporary appointments. Each temporary appointment is a separate, noncontinuous appointment. ~~Instructors in the bargaining unit or other persons shall be~~ appointed on a temporary instructional faculty contracts ~~according to their collective bargaining agreement. shall be limited to no more than five full-time consecutive temporary appointments. However, the president or designee may authorize an extension of this limit with justification on a case-by-case basis.~~ The president or designee is authorized to make such appointments in accordance with Board Regulations and as necessary and justified by prudent financial management.

Rationale

Limiting temporary appointments, especially in the case of union instructors, to five full-time consecutive appointments, and then renewing them to be eligible for another five full-time appointments on an individual basis increases transaction costs and is also unnecessary. Union instructors' rosters and academic units' programmatic needs for instructors as specified in the collective bargaining agreement already take care of limiting temporary appointments as necessary. Apart from instructors there are other temporary appointments for external grants purposes, and therefore, it is recommended the temporary appointment category is retained as it is and the proposed clarification is made about temporary appointments for instructors.

3. Adjunct Appointments

Current

The president or designee is authorized to make adjunct faculty appointments as necessary and in accordance with Board Regulations. Ordinarily such appointments will be limited to individuals who are not employees of the university; however, it may be desirable to make infrequent exceptions in the case of noninstructional personnel who occasionally teach university courses in specialized areas. Adjunct appointees shall enjoy the normal benefits and working conditions of the faculty with the following exceptions: They will be appointed on an annual or semester basis, will not be eligible for tenure, and will not be permitted to participate in the State Universities Retirement System unless they occupy a concurrent university position and then only as justified by that concurrent position. Ordinarily, adjunct appointees will not receive a salary.

Adjunct appointments shall be in addition to regular authorized positions since they do not involve regular financial obligations. Appointees may be utilized in teaching duties, on thesis and dissertation committees, as consultants for or as codirectors of research projects or public service programs, and in other activities in support of university programs.

Exceptions to the use of adjunct appointments, particularly in the case of institutional appointments for salary, shall be approved by the president and such exceptions shall be reported to the Board.

Proposed

The president or designee is authorized to make adjunct faculty appointments as necessary and in accordance with Board Regulations **and Human Resource processes**. ~~Ordinarily such appointments will be limited to individuals who are not employees of the university; however, it may be desirable to make infrequent exceptions in the case of noninstructional personnel who occasionally teach university courses in specialized areas.~~ Adjunct appointees shall enjoy the normal benefits and working conditions of the faculty with the following exceptions: They will be appointed on an annual or semester basis, and will not be eligible for tenure, ~~and will not be permitted to participate in the State Universities Retirement System unless they occupy a concurrent university position and then only as justified by that concurrent position.~~ ~~Ordinarily, adjunct appointees will not receive a salary. Adjunct appointments shall be in addition to regular authorized positions since they do not involve regular financial obligations.~~ Appointees may be utilized in teaching duties, on thesis and dissertation committees, as consultants for or as codirectors of research projects or public service programs, and in other activities in support of university programs. **Adjunct appointments for teaching credit courses shall be less than 50% FTE.**

Exceptions to the use of adjunct appointments, ~~particularly in the case of institutional appointments for salary,~~ shall be approved by the president or designee ~~and such exceptions shall be reported to the Board.~~

Rationale

As a result of the elimination of the "Affiliate" employee classification, NIU needs another employee classification to accommodate those who teach non-credit courses (such as those for Outreach Services, Community School of the Arts, and individual colleges' external programming units) or credit courses on a limited employment percentage (less than 50% FTE) basis.

Currently, all those moved from Affiliate classification are included in the "Instructor" employee classification, which is a union category for those who teach 50% FTE or more. Therefore, the instructor category is not suited for this purpose.

"Applied Artist" is another category, which is being used to appoint musicians and artists who teach credit or non-credit courses for less than 50% FTE appointment, and they are currently classified as Supportive Professional Staff (SPS). However, SPS employees should not be given teaching-only appointments as union instructors are eligible for such appointments. With the revision of the Adjunct Faculty classification as proposed, the Applied Artist classification can be eliminated and can be classified appropriately as adjunct faculty.

Recommendation: The University requests Board of Trustees approval for the recommendations for minor revisions in the Board of Trustees Regulations Section II, Subsection A. as proposed.