

Faculty Status and Rank and Gustavus Adolphus College

The following motion was brought to the full faculty by the Faculty Senate, and was endorsed at the regular faculty meeting of May 7, 2021.

I. Motion

The 2020-21 Faculty Senate is forwarding changes to the definitions of Faculty Status and Rank at Gustavus Adolphus College, for approval by the faculty. If the faculty approve this change in definitions, the Faculty Senate will propose revisions to the Faculty Manual language in section 1.1.0 during the 2021-22 academic year to reflect the faculty approved new definitions for Faculty Status and Rank. Finally, the Faculty Senate recommends that, if the faculty approve the new definitions, then the Provost Office may incorporate the new Faculty Status and Rank definitions into faculty contracts and letters of appointment for 2021-22.

II. Rationale for the changes and context

Gustavus currently uses several faculty rank and status definitions in ways that do not align with common practice in higher education. The Provost Office has conducted three years of external benchmarking, held discussions with select faculty who hold non-tenure track positions at the college, held discussions with select department chairs who have a large number of faculty who are negatively impacted by our current faculty status/rank definitions, reviewed the issue with the 2019-20 Faculty Senate, and conducted a survey of the 2019-20 DCPDC in preparation of this proposal. The 2020-2021 Faculty Senate discussed a draft proposal from the Provost in January of 2021, reviewed a revised proposal in April of 2021, and voted to endorse the proposal described here with unanimous support. Please note that extensive tables are provided near the end of this document (Section V, Tables 1 and 2) that give concrete examples of current appointment title/status/rank and how those would change if the new definitions are adopted, and examples of how these title/status/rank would be indicated in the college catalog.

Our current faculty rank and status definitions result in the following problems:

- 1) Problems for non-tenure-track faculty when they seek employment after their term at Gustavus, if their titles do not accurately reflect their work at Gustavus.
- 2) Some current long-term non-tenure-track faculty feel offended that their long-term commitment and employment by the institution is not reflected in their status.
- 3) The visiting status implies (to current and prospective students) that a faculty member will only be on campus for a one-year appointment, whereas very frequently, our visiting faculty have multiple year appointments. Thus, visiting faculty may be treated or perceived less respectfully by students.
- 4) Accredited departments/programs need to spend additional time explaining our systems of status and rank to their accrediting bodies.
- 5) We have small populations of faculty (e.g., teaching supervisors, clinical faculty) that have rank/status designations at some other institutions that acknowledge that they are 'practitioners' within the field, and have requested that Gustavus acknowledge their expertise/role on campus with a title distinction.

6) When posting advertisements for faculty positions, there is the potential for confusion/miscommunication regarding the type of position.

III. Current Gustavus definitions for status, rank, and type

Faculty Status and Rank are designated within Section 1.1.0 of the Faculty Manual. A summary of the current definitions of Faculty Status and Rank at Gustavus is provided below.

A. Status

Tenured Faculty: Tenured faculty are those who have tenure and all the rights and privileges attendant. They are considered regular members of the faculty.

Tenure-Track: Tenure-Track faculty are those who are on the “tenure-track.” They are probationary members of the faculty, normally issued one-year renewable contracts, and follow a procedure of review outlined in the *Faculty Manual*. They are considered regular members of the faculty.

Adjunct: Indicates that the faculty member has a renewable term position but is not in a tenured or tenure-track position. Although adjunct contracts may be renewed, they are issued from year to year and there is no obligation or implied presumption of renewal.

Senior Continuing: Indicates that the faculty member has a renewable term position but is not in a tenured or tenure-track position. Provisions for notice apply.

Continuing: Indicates that the faculty member has a renewable term position but is not in a tenured or tenure-track position. Although continuing appointments may be renewed, appointments are issued from year to year until promotion to Continuing Senior Instructor status is achieved. Provisions for notice apply.

Visiting: Visiting faculty have term appointments that have a fixed ending date. While a visiting appointment may be renewed, there is no obligation or implied presumption of renewal.

B. Type

Regular: Indicates that the faculty member is either tenured or tenure-track.

Special Appointment: Special appointment faculty whose teaching or equivalent assignment consists of four or more courses during an academic year are either Visiting (fixed-term) or Adjunct (ongoing) and are not eligible for tenure.

Part-Time: Part-time faculty members whose teaching or equivalent assignment consists of three or fewer courses during an academic year.

C. Rank

Professor (a.k.a. Full Professor)

Associate Professor

Assistant Professor (must hold the terminal degree of certification in the discipline)

Instructor OR **Lab Instructor**

IV. Proposed new Gustavus definitions for status, rank, and type

Faculty Status and Rank are designated within Section 1.1.0 of the Faculty Manual. The Faculty Senate endorses the following changes to Gustavus definitions for Faculty Status, Rank and Type.

A. Status

Unless otherwise noted, status is not listed in the academic catalog or on the website.

Tenured: Tenured faculty are those who have tenure and all the rights and privileges attendant. They are considered regular members of the faculty.

Tenure-Track: Probationary faculty are those who are on the “tenure-track.” They are issued one-year renewable contracts, and follow a procedure of review outlined in the *Faculty Manual*. They are considered regular members of the faculty. Provisions for notice apply.

Visiting: Term faculty that are full-time¹ and have appointments with a fixed ending date. Although visiting appointments may be renewed, appointments are issued from year to year and there is no obligation or implied presumption of renewal. Provisions for notice do not apply. A faculty member can only hold the Visiting status for six consecutive years. Upon renewal for a seventh year at full-time status, their status will automatically change to renewable.

For visiting faculty of a continuing type, provisions for notice apply as outlined in Faculty Handbook 2.1.2.4. Continuing faculty move from visiting to renewable status upon a timeline agreed to at the time of hire.

Renewable: Indicates that the faculty member has held a full-time position at the College for at least six years, but is not in a tenured or tenure-track position. Although renewable appointments may be continued, appointments are issued from year to year and there is no obligation or implied presumption of renewal. The College is required to inform renewable status faculty of non-renewal by May 15. For renewable faculty of a senior continuing type, provisions for notice apply as outlined in Faculty Handbook 2.1.2.4. Continuing faculty move from visiting to renewable status upon a timeline agreed to at the time of hire.

Adjunct: Indicates that the faculty member has a renewable term, part-time² position, but is not in a tenured or tenure-track position. Although adjunct contracts may be renewed, they are issued from year to year and there is no obligation or implied presumption of renewal. Adjunct status is listed in the academic catalog and website.

¹ Full-time faculty have a teaching or equivalent assignment of four or more courses for the academic year OR three courses in one semester.

² Part-time faculty have a teaching or equivalent assignment consisting of fewer than four courses during an academic year.

B. Type

Except for “Regular” faculty, type is listed in the academic catalog or on the website.

Regular: Indicates that the faculty member is either tenured or tenure-track.

Senior Continuing: Indicates that the faculty member has a renewable term position but is not in a tenured or tenure-track position.

Continuing: Indicates that the faculty member has a renewable term position but is not in a tenured or tenure-track position. Although continuing appointments may be renewed, appointments are issued from year to year until promotion to Senior Continuing type is achieved.

Teaching: The prefix Teaching identifies appointments for any faculty member who is not tenured or tenure-track, senior continuing or continuing, whose primary and only (or nearly only) role at the college lies in instruction of our students, and whose teaching responsibilities are not centered within clinicals, laboratories, or professional practice.

Clinical: The prefix Clinical identifies faculty appointments that primarily provide practical instruction and application of practical knowledge, specifically in clinical, health care practice, and associated classroom teaching. In general, the applicable rank for a clinical faculty member is ordinarily instructor, regardless of degree. A clinical faculty member may have visiting, renewable, or adjunct status.

Laboratory (Lab): Laboratory faculty most often teach hands-on, skills-based courses in the sciences and the arts, such as studio arts and theatre, but can be appointed in any division. The prefix Lab identifies faculty appointments whose primary duties are in setting up laboratories/hands-on activities for instruction, demonstrating specific skills-based techniques, engaging and instructing students in laboratory/hands-on activities, monitoring student work in the laboratory/theatre/studio, assessing students in lab- or skill-based activities. Lab instructors also must have a working knowledge of laboratory safety procedures and proper use of equipment. In general, the applicable rank for a lab faculty member is instructor, regardless of degree. A Lab faculty member may have visiting, renewable, or adjunct status.

Of the Practice: The “of the practice” suffix applies to a practitioner whose primary responsibilities lie in teaching our students skills and practices directly connected to a specific profession. Any rank may be applied for these faculty, depending upon their expertise, length of service in the professional field and academic credentials.

Research: The prefix Research identifies faculty appointments that are offered to scholars who fulfill the research qualifications of the standard professorial ranks, those who work for the college on research supported by external grants and contracts, or retired Gustavus faculty who are carrying out an active research agenda following their retirement from tenured positions at the College. The principal criteria for these titles are scholarly productivity and recognition of original work. A research faculty member may have visiting, renewable, or adjunct status.

Research faculty are eligible to give seminars and teach occasional courses. Teaching is at the discretion of the department. These titles may be used for appointments of one year or longer. Research appointments are for the stated term of the appointment with no guarantee or expectation of renewal. Provisions for notice do not apply.

Emeritus: The Emeritus designation is intended to recognize professors for lifetime contributions to the college, to their field, or to both, upon their retirement. “Emeritus” status is available to tenured faculty. Please see “Emeritus Status” in the Faculty Retirement section for more detail.

C. Rank

Instructor: An Instructor normally holds a minimum of a Master’s degree or equivalent.

Assistant Professor: Generally, an assistant professor has been awarded a doctoral or professional degree or equivalent.

Associate Professor: Generally, an associate professor meets the requirements for appointment as an assistant professor, and has been tenured through the Faculty Personnel Committee process.

Professor: Generally, a professor meets the requirements for appointment as an associate professor, and, in addition, has a distinguished record of accomplishment that leads to promotion through the Faculty Personnel Committee process.

V. Impact and examples of title changes

Table 1. Example title changes

Current Title/Status/Rank	Proposed Title/Status/Rank
<p><u>Tenured and Tenure Track Faculty</u> Status: Tenured, Tenure Track Type: Regular Rank: Professor/Associate Professor, Assistant Professor</p>	<p><u>Tenured and Tenure Track Faculty</u> No change</p>
<p><u>Part Time Faculty</u> Music Instructors Status: Adjunct Type: Part-Time Rank: Instructor</p> <p>Nursing Clinical Instructors Status: Adjunct Type: Part-Time Rank: Instructor</p> <p>Lab Instructors Status: Visiting Type: Part-Time Rank: Instructor</p> <p>Single-Course Instructors Status: Visiting Type: Part-Time Rank: Assistant Professor</p>	<p><u>Part Time Faculty</u> Music Instructors Status: Adjunct Type: Teaching Rank: Instructor</p> <p>Nursing Clinical Instructors Status: Adjunct Type: Clinical Rank: Instructor</p> <p>Lab Instructors Status: Adjunct Type: Laboratory Rank: Instructor</p> <p>Single-Course Instructors Status: Adjunct Type: Teaching Rank: Assistant Professor</p>

Current Title/Status/Rank	Proposed Title/Status/Rank
<p>Full Time Faculty</p> <p>FT Visiting (all disciplines) Status: Visiting Type: Special Rank: Assistant Professor</p> <p>FT Continuing Status: Continuing Type: Special Rank: Lab Instructor</p> <p>FT Senior Continuing Status: Senior Continuing Type: Special Rank: Lab Instructor</p> <p>FT Adjunct Status: Adjunct Type: Special Rank: Assistant Professor</p>	<p>Full Time Faculty</p> <p>FT Visiting (most disciplines) Status: Visiting Type: Teaching Rank: Assistant Professor</p> <p>FT Visiting (Possibly management, accounting, some fitness and activity-like course instructors, teaching supervisors, language instructors) Status: Visiting Type: Of the Practice Rank: Assistant Professor</p> <p>FT Continuing Status: Visiting Type: Continuing Rank: Lab Instructor</p> <p>FT Senior Continuing Status: Renewable Type: Senior Continuing Rank: Lab Instructor</p> <p>FT Adjunct Status: Renewable Type: Teaching Rank: Assistant Professor</p>

Table 2. Sample catalog listings

Current Catalog Title	Proposed Catalog Title
<p>Tenured and Tenure Track Faculty Assistant Professor of ____ Associate Professor of ____ Professor of ____</p>	<p>Tenured and Tenure Track Faculty No change</p>
<p>Part Time Faculty</p> <p>Music Instructors Adjunct Instructor of Music</p> <p>Nursing Clinical Instructors Adjunct Instructor in Nursing</p> <p>Lab Instructors Visiting Instructor in ____</p>	<p>Part Time Faculty</p> <p>Music Instructors Teaching Instructor in Music</p> <p>Nursing Clinical Instructors Clinical Instructor in Nursing</p> <p>Lab Instructors Laboratory Instructor in ____</p>

Current Catalog Title	Proposed Catalog Title
Single-Course Instructors (in all disciplines) Visiting Assistant Professor	Single-Course Instructors (in most disciplines) Teaching Assistant Professor in ____ Single-Course Instructors (possibly in Management, Accounting, some fitness and activity-like course instructors, teaching supervisors, language instructors) Assistant Professor Of the Practice in _____
<u>Full Time Faculty in all disciplines</u> FT Visiting Visiting Assistant Professor in ____ FT Continuing Continuing Lab Instructor in ____ FT Senior Continuing Senior Continuing Lab Instructor in ____ FT Adjunct Adjunct Assistant Professor in ____	<u>Full Time Faculty in most disciplines</u> FT Visiting Teaching Assistant Professor in ____ Full Time Faculty (possibly Management, Accounting, some fitness and activity-like course instructors, teaching supervisors, language instructors) Assistant Professor Of the Practice in _____ FT Continuing Continuing Lab Instructor in ____ FT Senior Continuing Senior Continuing Lab Instructor in ____ FT Adjunct Teaching Assistant Professor in ____

VI. Process moving forward

If the new definitions are approved by the Gustavus faculty in May 2021, the Provost's Office will make recommendations to individual department chairs regarding the new Status and Type for the faculty within the department who are not tenured or tenure-track. Once the department chair and Provost's Office agree on the Status/Type for each faculty member within the department, aiming for equity across the department and college for individuals who have very similar roles at the college, then the faculty members impacted by this change will receive an email communication from their Dean in regard to the new Status/Type and the change will be formally stated within the faculty member's contract to be sent in late June/early July 2021.

For any new hires, the new status/type/rank definitions will be part of the job posting and letter of agreement with the new faculty member.

In the fall of 2021, the Faculty Senate will work collaboratively with the Provost's Office to propose revisions to Faculty Manual Section 1.1, 1.2, and any other sections of the Faculty Manual that require adjustments, based upon these new definitions. Once the Faculty Manual changes are approved by the

Faculty Senate, they will be forwarded to the full faculty for approval, and then forwarded to the Gustavus Board of Trustees for approval. The goal of these next steps is that the revised Faculty Manual language will be fully approved and implemented by the end of the 2021-22 academic year.