

## Recommendations of the 2N Committee\* on Faculty in University-Chartered Centers and Institutes

### 1. Promotion and Tenure Procedures

We recommend that the procedures for joint appointees as outlined on pp. 108-109 of the AAUP contract be continued with additional considerations:

- a. For small centers/institutes (< 3 tenured faculty) the institute director will represent the Faculty and be able to vote on Promotion and Tenure decisions.
- b. For joint tenure appointments that involve > 2 units, number of representatives from each be reduced so that entire committee does not exceed 6. Each unit to have equal numbers of representatives.

### 2. Selective Salary Adjustments

We recommend that the procedures be followed as outlined on pp. 22-26 of the AAUP contract (we take no stand on the percentage, currently 1%, of salaries to be put in merit "pool"), with additional considerations:

- a. The definition of "teaching" be made explicit and to include classroom teaching, participation in team-teaching and modular teaching, one-on-one supervision of graduate students, post-docs and fellows, medical student, resident and fellow teaching in clinical settings. All teaching to be documented and evaluated.
- b. For faculty who receive salary support from more than one unit, we recommend that whichever unit contributes (or is responsible for) the largest component to the salary recommend the merit increase for all units, following the current procedures. Directors/Chairs of other contributing units to be invited to comment, again following current procedures, for considerations of merit, if they wish. In the case of a "tie," the recommendation of the tenure-holding unit will take precedence.
- c. Directors of Centers/Institutes be allowed to add to the merit pool above the negotiated percentage (currently 1%) level of their total faculty salary commitment, using discretionary funds and with the approval of their Dean, VP-Research or Provost, as appropriate to their reporting arrangement.
- d. Each Center or Institute to have its own Selective Salary Adjustment Committee to recommend merit ratings. Each Center/Institute Director shall chair that Committee without vote and can make an independent

recommendation that shall be forwarded along with the Committee's. Merit salary adjustments for the faculty of those Institutes that report directly to the Vice president of Research to be handled within his/her office, upon consideration of the recommendations of those Institutes Salary Committees and Directors. Recommendations of the Committees and Directors of other Centers/Institutes to be processed through the appropriate Colleges.

### 3. Annual Review

We recommend that all faculty be reviewed annually. For joint-appointees, review to be carried out by unit in which major activity is carried out, following current procedures. Director/Chair of "other" unit(s) be invited to contribute to the review, if they wish, following current procedures.

### 4. Necessity for Joint Appointments/Tenure Retreat Departments

- a. All Centers/Institutes faculty, whether or not on tenure line, to be strongly encouraged to have a joint appointment and to participate in an academic department. For faculty on tenure lines, this department will hold their "tenure retreat rights." Centers/Institutes faculty to be strongly encouraged to contribute to the teaching activities of the Academic Unit(s) of his/her appointment (see definition of teaching in 2a, above).
- b. Except under special circumstance (see c below), tenure retreat is only exercisable if the university dissolves the Center/Institute in which the appointment was made. Neither the Center/Institute, the retreat department, nor the faculty member may exercise the retreat rights as long as the Center/Institute exists. Should the Center/Institute be dissolved, the tenured faculty member will be moved with position and salary to the tenure retreat unit.
- c. Should a Center/Institute faculty member, the Director of the Center/Institute and the Department Chair all agree that a faculty member may exercise his/her tenure retreat, even though the Center/Institute still exists, the latter two will endorse the faculty member's petition for a change in position and forward to the appropriate office (Dean, VP Research, Provost) for regular processing.
- d. Promotion and tenure policies and procedures for Institute faculty with tenure retreat are dealt with in the AAUP contract (Article XXII section G, p.91 and Article XXIII section F, p.108). These sections could be attached to the offer, but neither the sections nor the details should be incorporated directly into the letter of offer.

- e. For Center/Institute faculty whose expertise is not substantially represented by an academic department, "single" appointment in the Center/Institute be allowed. For tenure-line faculty, "tenure-retreat" right should be held by the appropriate College with approval of the Provost.

5. Rights of Faculty with Joint Appointments across Schools, Departments, Centers/Institutes

Each faculty member with a joint appointment shall have the right to participate in the usual activities of academic governance through one of the units in which she/he has an appointment. Normally, this will be through the unit which provides the largest amount of salary for the faculty member. If the unit providing such income does not have governance committees, the faculty member shall have these rights in the unit in which she/he has "tenure retreat" rights. The faculty member shall have full participation rights in matters of curriculum, including membership in graduate and undergraduate committees, in each of the units in which she/he teaches.

Note: Academic governance refers to the activities of voting for unit governance committees (salary, personnel, etc.).

To participate means voting in elections, running for office, etc.

6. Since all possible combinations of joint appointments of schools, departments, Centers/Institutes cannot be anticipated, we recommend that a procedure be outlined in the AAUP contract whereby a "memo of agreement" can be developed between the bargaining unit and the school/department/Center/Institute in order to handle special cases.
7. We recommend that the procedures/policies for jointly appointed faculty be uniform across all appropriate university chartered Centers/Institutes and that the Centers/Institutes develop and distribute by-laws that define their faculty administrative and governance structures.

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