



Office of the Faculty Senate

Memorandum

To: Provost Vincent Price
Vice Provost for Faculty, Lynn Lees

From: Senate Committee on Faculty and the Academic Mission (SCOF) Membership

Date: Tuesday, October 25, 2011

Subject: Guidelines for requests from schools for faculty track changes

The Senate Committee on Faculty and the Academic Mission (SCOF) wishes to provide guidelines for proposed requests for faculty track changes in order to expedite the review process. The committee agreed to require that, before it can advise on new requests for track changes, it should be provided sufficient information about the current distribution of the teaching roles in that school, including the most recent available information about the numbers of enrollments taught by personnel in various statuses, and the projected changes in those enrollments associated with the new appointments.

The questions and chart provided below comprise the guidelines for information that the committee requires.

1. Why is the proposed faculty track change needed at this time? Assuming a strategic plan for the School is motivating the request, what are the principal elements at issue?
2. What is the cap for the new line as a percentage of the Standing Faculty? How was the cap set? How will the cap be monitored and enforced?
3. What will the effect of the new faculty track be on part-time faculty? Were the part-time faculty consulted?
4. If the vote of the faculty of the school submitting the request was not unanimous, what were the concerns of those who dissented?
5. Will the new faculty track affect the teaching of undergraduate and graduate students and if so explain how this will change.
6. Explain how the roles of the new faculty track will differ from current faculty tracks. How will the criteria for promotion differ?

In the chart below please provide specific numbers of current and projected number of faculty and other teaching staff for all faculty track categories (including part time and full time status), and please correct the categories if they are incorrect or inapplicable. Please fill in current data and (to give some sense of your future expectations) for expected numbers and distribution for five years from now.

Status	# in current year	# in 5 years
1) Full time standing faculty		
a. Tenure track		
b. Clinician Educator track		
2) Full time academic support/associated faculty		
a. Academic Clinicians		
b. Research faculty		
c. Lecturers		
d. Instructors		
e. Adjunct faculty		
f. Practice Professor		
g. Other?		
3) Part time academic support/associated faculty		
a. Active emeritus faculty		
b. Adjunct faculty (with professor as part of title)		
c. Clinical faculty (with professor as part of title)		
d. Other?		
4) Part time academic support/associated faculty		
a. Clinical Associate		
b. Other?		