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MEMORANDUM

To: Donna E. Shalala, President

From: Richard L. Williamson
Chair, Faculty Senate

A handwritten signature in blue ink, appearing to read 'Richard L. Williamson'.

Date: February 3, 2014

Subject: Faculty Senate Legislation #2013-25(B) – Amend the *Faculty Manual* Section B6.8 – TITLES AND AFFILIATION OF TENURED FACULTY, Section C4.4 – JOINT APPOINTMENTS, and Section C4.5 – SECONDARY APPOINTMENTS

The Faculty Senate, at its January 29, 2014 meeting, voted unanimously to approve the proposal to amend the *Faculty Manual* Section B6.8 – TITLES AND AFFILIATION OF TENURED FACULTY, Section C4.4 – JOINT APPOINTMENTS, and Section C4.5 – SECONDARY APPOINTMENTS to clarify the ambiguity that has led to diverse interpretations. The amendments to Sections B6.8, C4.4, and C4.5 of the *Faculty Manual* are necessary to provide adequate guidance as to how a vote should occur within a department to authorize SECONDARY APPOINTMENTS as well as the more formal procedures to approve JOINT APPOINTMENTS. The proposed language sets forth these voting procedures.


This legislation is now forwarded to you for your action.

RLW/rh

Enclosure

cc: Thomas LeBlanc, Executive Vice President and Provost
David Birnbach, Vice Provost, Faculty Affairs
Academic Deans

CAPSULE: Faculty Senate Legislation #2013-25(B) – Amend the *Faculty Manual* Section B6.8 – TITLES AND AFFILIATION OF TENURED FACULTY, Section C4.4 – JOINT APPOINTMENTS, and Section C4.5 – SECONDARY APPOINTMENTS

APPROVED:  DATE: 2/28/14
(President's Signature)

OFFICE OR INDIVIDUAL TO IMPLEMENT: FACULTY SENATE

EFFECTIVE DATE OF LEGISLATION: _____
(if other than June 1 next following)

NOT APPROVED AND REFERRED TO: _____

REMARKS (IF NOT APPROVED): _____

Proposal to Amend *Faculty Manual* Section B6.8 –TITLES AND AFFILIATION OF TENURED FACULTY, Section C4.4 – JOINT APPOINTMENTS, and Section C4.5 – SECONDARY APPOINTMENTS

Purpose: The ambiguity of section B6.8 of the *Faculty Manual* regarding the procedure for secondary appointments in a department has led to diverse interpretations. The amendments to sections B6.8, C4.4, and C4.5 of the *Faculty Manual* are necessary to provide adequate guidance as to how a vote should occur within a department for secondary appointments as well as joint appointments. The proposed language provides the formal voting procedures that should be followed in instances when such a vote is necessary.

The changes are noted in underline/strikeout format below.

BEGIN TEXT

B6.8 TITLES AND AFFILIATION OF TENURED FACULTY. Primary appointments and titles (e.g., Professor of [Department]) shall be made only in departments or undepartmentalized schools, and voting for promotion and tenure shall be by the tenured faculty of the primary department or undepartmentalized school. Joint or secondary appointments and titles may be in another department, undepartmentalized school, program, center or institute upon approval by the appropriate faculty in accordance with section C4.4 or C4.5.

C4.4 Joint Appointments^{1 2}

- (a) Members of the UNIVERSITY FACULTY may hold appointments in two or more schools or; in two or more departments within a school or in a school or department and an interdisciplinary program, center or institute approved by the Senate in accordance with B6.4, B6.5 or B6.6. Appointments shall be for a defined term not to exceed five years, but may be renewed by agreement in accordance with paragraph (c). Appointments shall entail contributions (such as allocation of teaching, financial support or collaboration on externally funded research) from both academic units, with the objective of promoting interdisciplinary or inter-professional teaching and research.
- (b) An academic unit considering an offer of a joint appointment to a faculty member holding a primary appointment in another unit of the University must first consult with the chair, if any, and the dean of that other unit. The unit where the joint

¹ [#2003-20 \(B\)](#)

² [#2011-22\(B\)](#)

appointment will be held must then submit a request to the Provost indicating the rationale for the joint appointment, the candidate's current primary appointment, and the length of the requested appointment. The request shall include an agreement, as specified in (c), below.

- (c) There shall be an agreement, signed by the heads of each unit, the relevant dean(s) and the faculty member, specifying the faculty member's responsibilities and privileges in each unit, including the allocation of teaching loads or expected research between the two units, and the voting rights in each unit. The agreement shall also set forth the role of each unit in salary recommendations and merit increases. A program, center or institute may express its views in writing if the procedure for so doing is set forth in the agreement, but may have no other formal role in decisions regarding promotion, tenure of REGULAR FACULTY or the re-appointment of RESEARCH or EDUCATOR FACULTY. A sample agreement can be obtained from the Provost's office or by contacting the Faculty Senate office. Either unit or the faculty member may request renegotiation of the agreement at the time of a change in title of the faculty member (e.g. from Associate Professor to Professor) or at the time the faculty member receives tenure.
- (d) A joint appointment requires the approval of both, and must be carried out in accordance with the procedures set forth in section C20.8. The holder of a joint appointment shall be entitled to vote in each unit in accordance with the terms of the agreement, provided that the voting rights shall not extend beyond matters authorized in section A3. The agreement shall specify the unit, which must be a school or department, through which voting rights on university matters shall be exercised. The faculty member shall not be entitled to vote twice on the same question.
- (e) The 2011 amendments to this section shall have no effect on the terms and conditions of agreements governing faculty members already holding joint appointments.

C4.5 Secondary Appointments

Members of the GENERAL FACULTY may hold secondary appointments in departments or schools where they have a professional interest and in which they occasionally work. Holders of secondary appointments do not have tenure in, and they need not be compensated by, the secondary unit. The appointment requires approval by the majority of the REGULAR FACULTY in the secondary unit. Limited voting privileges may be extended by the secondary department in accordance with the provisions of Section A10.1 of the Faculty Government Charter.

END TEXT