# University Senate
## CHARGE

| Date: | February 23, 2016 |
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| To: | KerryAnn O'Meara<br>Chair, Faculty Affairs Committee |
| From: | Jordan A. Goodman<br>Chair-Elect, University Senate |
| Subject: | Use of Visiting Faculty Titles for Professional Track Faculty Appointments |
| Senate Document #: | 15-16-17 |
| Deadline: | November 11, 2016 |

The Senate Executive Committee (SEC) requests that the Faculty Affairs Committee (FAC) review the use of visiting faculty titles for professional track faculty appointments.

Specifically, we ask that you:

1. Review the University of Maryland, College Park Policy on Appointment, Promotion, and Tenure of Faculty (II-1.00 [A]).

2. Review the University System of Maryland Policy on Appointment, Rank, and Tenure of Faculty (II-1.00).

3. Review the University of Maryland Policy on Professional Track Faculty (II-1.00 [G])

4. Review the UMD Faculty Handbook's description of visiting appointments.

5. Review the recommendations in the Elections, Representation, & Governance (ERG) Committee's memo regarding the use of visiting faculty titles.

6. Consult with a representative from the University's Office of Faculty Affairs.

7. Consider whether current practices should align with existing policies or whether relevant policies should be updated to reflect actual practices.

8. Consult with the University's Office of General Counsel on any proposed recommendations.

We ask that you submit a report to the Senate Office no later than November 11, 2016. If you have questions or need assistance, please contact Reka Montfort in the Senate Office, extension 5-5804.

Attachment

JAG/rm

1100 Marie Mount Hall
College Park, Maryland 20742-7541
301.405.5805 TEL 301.405.5749 FAX
http://www.senate.umd.edu

February 10, 2016

Mr. Willie Brown
Chair, University Senate
3369 Computer & Space Sciences Building
College Park, MD 20742-2411

Dear Mr. Brown:

The Senate Elections, Representation, and Governance (ERG) Committee recently completed a charge to conduct a reapportionment of the University Senate (Senate Document #14-15-35). The charge asked the ERG Committee to calculate the correct apportionment for all Senate constituencies and, where appropriate, recommend revisions to Senate seats. The steps taken during the ERG Committee's apportionment process involved consideration not only of unit composition campus-wide, but also of aggregate counts of titles used across campus, with population data provided by the Office of Institutional Research, Planning, and Assessment (IRPA).

As we reviewed population data associated with various faculty titles, the ERG Committee observed irregularities in the use of the Visiting Professor title and identified concerns related to the use of the title on campus. I am writing today on the committee's behalf to recommend that the University Senate notify the Office of the Provost, and other relevant administrative offices, of these irregularities.

The ERG Committee began reviewing Visiting Faculty titles as they relate to Senate constituency definitions, and found that individuals with Visiting titles lacked Senate representation. This conclusion was the basis for our submission of Senate Document #15-16-15, in which the ERG Committee proposed an amendment to the Senate Bylaws to include faculty with Visiting titles in the single member constituency for part-time professional track faculty; this recommendation was reviewed and approved by the Senate on December 9, 2015.

As noted in Senate Document #15-16-15, the University of Maryland's APT Policy and the UMD Faculty Handbook indicate that "*The prefix **Visiting** before an academic title, e.g., Visiting Professor, shall be used to designate a short-term professional appointment without tenure*" (https://faculty.umd.edu/policies/ntt_titles.html).

Similarly, section I.A.2. of the University System of Maryland APT Policy states:

> *Visiting faculty appointments are usually made for one academic year or less. Only in unusual circumstances shall a visiting appointment exceed a total of three years. A visiting faculty appointee can become a regular appointee only through a search process before or after the initial appointment in accordance with the institution's procedures, including adherence to affirmative action guidelines. Years of service in a visiting appointment may, upon mutual agreement of the faculty member and the institution, be counted as probationary years for purposes of consideration for tenure* (http://www.president.umd.edu/policies/docs/II-100.pdf).

The ERG Committee, during its apportionment review process, determined that in several cases, Visiting titles have been utilized for appointments extending well beyond its stated purpose. At present, there are several full-time faculty members with the title whose service extends beyond the time frames stated in

the APT guidelines. In fact, a number of faculty at UMD have retained this title for periods exceeding 15-20 years.

In considering the appointments of Visiting faculty, the ERG Committee consulted with Mark Arnold, who serves as the Director of Faculty Initiatives in the Office of Faculty Affairs. Mr. Arnold graciously served as a guest to our committee, is a former ERG Committee member, and has been extremely helpful.

In order to comply with University guidelines, the ERG Committee feels that administrators should align practices with existing policies, and/or update the relevant policies to reflect actual practices. In addition to aligning practice with policy, addressing the use of Visiting titles will also increase the likelihood that these faculty can be appropriately represented on the University Senate in a manner consistent with their institutional roles.

As such, the ERG Committee recommends that the University Senate notify the Office of the Provost (and other administrative offices deemed relevant) regarding the irregularities we found in the current use of the Visiting Professor title.

Please notify me if you need further clarification from the ERG Committee regarding this matter.


Sincerely,

Jess Jacobson
Chair, Senate ERG Committee