

Attachment D.6.d - Potential Amendment #4

Provost Andrews' Suggested Changes (June 1, 2016)

Page 1. Initial Appointment, line 3: Replace *NTTF* with *NTT instructional faculty*.

Line to read: Where possible, a committee of at least three faculty including at least one ~~NTTF~~ *instructional faculty* shall seek qualified applicants and forward a recommendation to the chair.

Page 3. Annual Review Section, bullet 10: Add "*instructional*" in two places.

Line to read: *In a department with more than one NTT instructional faculty member, provide that at least one NTT instructional faculty member will be on the review committee; and*

Page 4, last bullet: Add *instructional* in 2 places.

Line to read: *In a department with more than one NTT instructional faculty member, provide that at least one NTT instructional faculty member will be on the review committee; and*

Rational: The continuous appointment guidelines are for Non-Tenure Track Instructional positions. They are referenced in the document two ways: as *NTT instructional faculty* and as *NTTF*. *NTT instructional faculty* should be used consistently through the document.

Page 1. Type of Appointment. Remove "*Instructional faculty under a fixed- term contract are not eligible for consideration for continuous employment.*"

Rationale: There may be future circumstances were a fixed term individual may be placed in a continuous appointment based on unanticipated, continued need that warrant conversion.

Page 1. Type of Appointment. Remove "*The use of fixed-term appointments for non-tenure track instructional faculty will be limited to positions that are truly temporary, for example, a visiting faculty member or a temporary appointment for a faculty member on leave. In making an appointment of a non-tenure track instructional faculty member, the appointing unit must specify whether the appointment is fixed-term or probationary.*"

Rationale: This is redundant and is more clearly and completely stated in the Fixed-Term Appointment description in par 1 on page 2 "*Circumstances occasionally warrant the hiring of non-tenure track instructional faculty on a fixed-term appointment for a specific and limited period of time. For example, a fixed-term appointment is appropriate for visiting faculty, to fill a temporary vacancy (such as a vacancy caused by another employee being on leave or pending a search for a vacant position), when a program is newly established or expanded, when the specific funding for the position is time-limited, or for a specific assignment or to fill a discrete need that is not expected to be ongoing. The letter of offer for a fixed-term instructional faculty appointment shall state the reason that warrants the fixed-term appointment.*"

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Page 2, Faculty Offer and position Description.

Paragraph 2 line 3. Strike “is”

Line to read: *information: whether the appointment is eligible for continuous appointment or ~~is~~ fixed term,*

Paragraph 2 line 7. Add, “*whether the appointment is renewable*”

Line to read: *...taught and the location of those course if not on the downtown University Campus). whether the appointment is renewable, and any expectations.*

Paragraph 2 line 9, replace “NTTF being hired” with “*Bargaining unit members.*”

Line to read: *...responsibilities. The Bargaining unit members ~~NTTF being hired~~ shall have an opportunity to review the letter of offer and ...*

Paragraph 2 line 10. Add “*their*” after “and will affirm” and before “acceptance of the offer...”.

Line to read: *...position description and will affirm their acceptance of the offer of employment by signing and ...*

Rationale: Make the wording identical to Article 18 of the 2016-20 CBA

Page 3 Annual Review.

Paragraph 1, line 5. Remove footnote 8 referencing LOA Nov 5, 2015.

Rationale: This statement does not appear in the LOA

Page 3, Annual Review Submission materials should include the following. Add “*at minimum.*”

Line to read: *Annual Review Submission materials should, at minimum, include the following.*

Rationale: The list is the minimum

Page 4, Annual Review submission materials may also include.

Add “*but are not limited to.*”

Strike “*also.*”

Line to read: *Annual Review submission materials may ~~also include,~~ but are not limited to*

Rationale: The list is not limited to

Page 4, Annual Review submission materials may also include list. Add a 4th bullet “*Evidence of service activities related to unit mission.*”

Rationale: To acknowledge that service might be part of the annual review

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Page 5 The Milestone Review Submission materials should include. Add “at minimum “ and lower case “material.”

Line to read: *The Milestone Review Submission materials should, at minimum, include the following.*

Rationale: The list is the minimum

Page 5, Milestone Review submission materials may also include. Add “but are not limited to.” Strike “also.”

Line to read: *Milestone Review submission materials ~~also~~ may include, but is not limited to*

Rationale: The list is not limited to

Page 5, Milestone Review submission materials may also include list. Add a 4th bullet “Evidence of service activities related to unit mission.”

Rationale: To acknowledge that service might be part of the annual review

Page 6, The materials for evaluation following continuing appointment should include the following. Add “at minimum “

Line to read: *The materials for evaluation following continuing appointment should, at minimum, include the following.*

Rationale: The list is the minimum

Page 6, Materials for evaluation following continuous appointment may also include. Add “but are not limited to.” Strike “also.”

Line to read “Materials for evaluation following continuous appointment, but are not limited to”

Rationale: The list is not limited to

Page 5, Materials for evaluation following continuous appointment may also include list. Add a 4th bullet “Evidence of service activities related to unit mission.”

Rationale: To acknowledge that service might also be part of the annual review