

Dean's Council
November 10, 2004

Temporary and Adjunct teach-load credits will be calculated with a new formula. Excerpts from the document are: "A full-time temporary employee will teach 15 teaching-load credits (TLCs) per semester or 30 TLC's per academic year if the employees assignment is teaching without any requirement of service or research....When a full-time temporary employee is hired on a one-year contract, his or her TLCs can be smoothed over the course of the academic year, and all TLCs must include and TLCs taught at both the main and FC campus (Fall II and Spring I)...If a full-time temporary employee is hired to conduct research and perform service in addition to teaching, the temporary employee's TLCs will be 24 hours per year, including any TLCs taught at both the main and FC campus."

Adjuncts "who have no additional responsibilities other than teaching can teach up to 11 TLCs per semester but not more than 22 TLCs per academic year, including any TLCs taught at both the main and FC campus....Since an adjunct is on a semester-only contract, he or she cannot teach more than 11 TLCs, and is, therefore, ineligible for smoothing."

This policy was supported by the Dean's council and must now be approved by the President.

Deborah Fetch brought a proposal to modify the current cell-phone policy (4:031) to provide employees who use cell phones to conduct University business more than 30 minutes per month a stipend equivalent to the average basic local plan costs. For employees who use cell phones for University business 30 minutes or less per month, the stipend would be equivalent to 50% of the average basic local plan cost.

Huston Davis brought a modification to the Department chairperson policy (5:029) to notate that the term "chairs" in the policy would refer to chairpersons, directors and coordinators except otherwise noted. One place of exception was section III: Chair compensation. This section would not apply to Directors who are on a 12 month, full-time contract. This modification was suggested to provide a means to standardize responsibilities and evaluations across these different classifications of supervisors.

Gaines Hunt proposed changing the instructional responsibilities for Chairs/Directors/Coordinators based on the number of FTE faculty in the department/school. Chairs/Directors who supervise 1-14 FTE faculty would have instructional responsibilities of 12 semester hours per academic year; 15-19 FTE faculty would have instructional responsibilities of 9 hours per academic year; and 20 or more FTE faculty would have 6 hours per academic year. Also, "special arrangements on instructional responsibilities may be made by the dean with the approval of the VPAA."

Extensive time during Dean's council was spent on a presentation by the Academic Deans on a proposal for "Enhancement of Research Capacity at APSU." Thomas Buttery spoke on revising the indirect cost distribution policy for funded projects as an incentive

to increase faculty involvement in grants and contracts activities. James Diehr spoke on establishing a pool of reassign time at the University level to encourage faculty involvement. Gaines Hunt spoke on developing and implementing a University wide template for the Promotion and Tenure process that includes appropriate emphasis on research/scholarship. This template was brought forward and supported independently of the research proposals and will become a goal to standardize the promotion and tenure policies across the campus. Finally, Charles Pinder spoke on expanding recognition and rewards for research/scholarship and creative activities at the department, college and University levels.

There is a Geier position available. Departments are asked to submit requests by November 17th.

Dean's were advised to report back on how many offices are needed for the new faculty.

The TBR chancellor has stated that summer school pay will be set at a maximum of 8 TLCs per faculty. This will have an impact on the sciences where their classes with labs will use 5 TLCs, thereby preventing the teaching of any other classes during the summer. *This policy is based on standard that summer school pay for classes will be calculated the same way it is during the regular school year. If during the regular school year lab + classes are calculated 2 hrs lab + 3 hours class, then summer has to be calculated the same way.*

The Faculty is reminded they are due back in office January 3rd, 2005. They are to be on call for meetings and student requests.

Revised 11/12/04