

September 9, 2013

TO ALL MEMBERS OF THE FACULTY SENATE:

The Faculty Senate will meet on Monday, September 9, 2013, at 3:00 PM
in the **College of Law, Room 164.**

PLEASE NOTE: The meeting will begin at 3:00 PM, and we will make every effort to
conclude by 5:00 PM.

Bobbi McKean, Secretary of the Faculty

THE UNIVERSITY OF ARIZONA®
FACULTY SENATE ROSTER
2013-2014

The 67 voting members of the Faculty Senate are comprised as follows: 49 elected representatives (20 At-Large members and 29 members elected by colleges), 10 *ex officio* representatives, 1 member from the Appointed Professionals Advisory Council and 7 student representatives. Faculty Senate membership is described in the Bylaws, Article VIII, Section 2.

<u>NAME</u>	<u>FACULTY SENATE STATUS</u>	<u>TITLE AND DEPARTMENT</u>
Abraham, Morgan	ASUA Representative (2014)	ASUA President
Aleamoni, Lawrence M	Senator-at-Large (2015)	Professor Emeritus, SERSP
Armstrong, David	Senator-at-Large (2015)	Professor, Surgery
Ashton, Taylor	ASUA Representative (2014)	Undergraduate Student
Ayoun, Dalila	Senator-at-Large (2015)	Professor, French and Italian
Blanche, Pierre	APAC Rep (2014)	Assist Research Professor, Optical Sci
Brewer, Michael	College Representative NON (2014)	Team Leader, Main Library
Brooks, Zach	GPSC Representative (2014)	GPSC President
Brown, Meg Lota	<i>Ex officio</i> : Graduate Council Chair (2014)	Professor, English
Brown, Robert	GPSC Representative (2014)	Graduate Student
Castro, Christopher	College Representative COS (2014)	Assoc Professor, Atmospheric Sciences
Cervelli, Jan	<i>Ex officio</i> : Deans' Representative (2014)	Dean, College of Arch/Planning/Land. Arch
Colina, Sonia	Senator-at-Large (2015)	Professor, Spanish and Portuguese
Comrie, Andrew	<i>Ex officio</i> : Provost	Provost
Conway, William E	Senator-at-Large (2015)	Associate Professor, Mathematics
Cuello, Joel	College Representative CALS (2014)	Professor, Agric/Biosystems Engineering
Dahlgran, Roger A	College Representative CALS (2014)	Assoc Professor, Agric/Resource Economics
Dai, Huanping	College Representative COS (2014)	Assoc Professor, Speech/Lang/Hearing
Daryaei, Iman	GPSC Representative (2014)	Graduate Student
Douglas, Daniel	ASUA Representative (2014)	Undergraduate Student
Duran, Javier D	Senator-at-Large (2015)	Professor, Spanish and Portuguese
Fountain, Amy	College Representative SBS (2014)	Lecturer, Linguistics
Franklin, Edward	College Representative CALS (2014)	Assoc Professor, Agriculture Education
Fregosi, Ralph F	College Representative COM (2014)	Professor, Physiology
Ganapol, Barry	College Representative ENGR (2014)	Professor, Aero/Mech Engineering
Gehrels, George	<i>Ex officio</i> : Undergrad Council Chair (2014)	Professor, Geosciences

<u>NAME</u>	<u>FACULTY SENATE STATUS</u>	<u>TITLE AND DEPARTMENT</u>
Gold, Elena	ASUA Representative (2014)	Undergraduate Student
Guertin, D Phillip	College Representative CALS (2014)	Professor, School of Natural Resources
Hamilton, Russell J	Senator-at-Large (2015)	Professor, Radiation Oncology
Hart, Ann Weaver	<i>Ex officio</i> : President	University President
Higgins, Charles M	Senator-at-Large (2015)	Associate Professor, Neuroscience
Hildebrand, John G	Senator-at-Large (2015)	Professor, Neurobiology
Howell, Wanda H	<i>Ex officio</i> : Chair of the Faculty (2014)	Professor, Nutritional Sciences
Johnson, Lauri	College Representative CALA (2014)	Professor, Landscape Architecture
Jones, Douglas E	Senator-at-Large (2015)	Librarian, Science-Engr Library
Joseph, Bellal	Senator-at-Large (2015)	Assistant Professor, Surgery
Labate, Joseph	College Representative COFA (2014)	Associate Professor, Art
Lee, Daniel	Senator-at-Large (2015)	Library, Director, Copyright/Intell Property
Lysecky, Roman	College Representative ENGR (2014)	Associate Professor, Elec/Comp Engineering
Martin, Edward C	Senator-at-Large (2015)	Professor, Agric/Biosystems Engineering
McCammon, Laura	Senator-at-Large (2015)	Professor, Theater, Film & Television
McKean, Bobbi	<i>Ex-officio</i> : Secretary of the Faculty (2014)	Assoc Professor, Theater, Film & Television
Mitchell, Robert P	<i>Ex-officio</i> : Vice Chair of the Faculty (2014)	Interim Associate Dean, University Library
Moreno, Teresa K	College Representative NON (2014)	Associate Conservator, AZ State Museum
Nadel, Lynn	<i>Ex-officio</i> : Chair of SPBAC (2014)	Professor, Psychology
Nfonsam, Valentine	Senator-at-Large (2015)	Assistant Professor, Surgery
Nolan, Paul	College Representative PHAR (2014)	Professor, Pharmacy Practice/Science
Pau, Stanley	College Representative OPT SCI (2014)	Associate Professor, Optical Sciences
Reed, Pamela	College Representative NURS (2014)	Professor, Nursing
Reynolds, Kelly A	College Representative MEZCOPH (2014)	Assoc Professor, Comm/Enviro & Policy
Rychlik, Marek	College Representative COS (2014)	Professor, Mathematics
Secomb, Timothy Ward	Senator-at-Large (2015)	Professor, Physiology
Silverman, Andrew	College Representative LAW (2014)	Clinical Professor, Law
Smith, S Mae	College Representative COE (2014)	Associate Professor, SERSP
Sokoloff, Mitchell	Senator-at-Large (2015)	Professor, Surgery
Spece, Roy G, Jr	Senator-at-Large (2015)	Professor, Law
St. John, Paul	College Representative COM (2014)	Associate Professor, Cell Biology/Anatomy
Tabor, Michael	College Representative COS (2014)	Professor, Science/Mathematics
Ulreich, John C	College Representative COH (2014)	Professor, English

<u>NAME</u>	<u>FACULTY SENATE STATUS</u>	<u>TITLE AND DEPARTMENT</u>
Vaillancourt, Allison	<i>Ex-officio</i> : VPs' Representative (2014)	Vice President, Human Resources
Watchman, Christopher	College Representative COM (2014)	Assistant Professor, Radiation Oncology
Willerton, John P	College Representative SBS (2014)	Associate Professor, Political Science
Witte, Marlys H	Senator-at-Large (2015)	Professor, Surgery
Witte, Russell S	Senator-at-Large (2015)	Assistant Professor, Medical Imaging
Zedeno, Maria Nieves	College Representative SBS (2014)	Professor, Anthropology
Zwinger, Lynda	College Representative COH (2014)	Associate Professor, English

Total: 66/67

Vacancies: One College Representative: **ELLER**

PARLIAMENTARIAN

Dr. Robert Sankey Associate Professor Emeritus

RECOGNIZED OBSERVERS:

STAFF ADVISORY COUNCIL (SAC)

Melanie Tornquist Program Coordinator Medicine

UNIVERSITY OF ARIZONA RETIREES ASSOCIATION (UARA)

Dr. Cornelius Steelink Professor Emeritus, Chemistry

UNIVERSITY OF ARIZONA SOUTH (UAS)

Dr. Laura Lunsford Assistant Professor, Psychology

ALUMNI ASSOCIATION

TBA Alumni Association

listserv address:
faculty senate@list.arizona.edu

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1216 E. Mabel St. - PO Box 210456
621-1342 (Fax: 621-8844)

FACULTY SENATE

2013-2014 Faculty Senate Meeting Schedule

All meetings are scheduled for 3:00-5:00 p.m., location Law 164

Monday, September 9, 2013
Monday, October 7, 2013
Monday, November 4, 2013
Monday, December 2, 2013
Monday, January 27, 2014
Monday, February 3, 2014
Monday, March 3, 2014
Monday, April 7, 2014
Monday, May 5, 2014

Fall First Day of Classes, Monday, August 26, 2013
Spring First day of Classes: Wednesday, January 15, 2014
MLK Day: Monday, January 20, 2014
Spring Recess: March 15 – 23, 2014

2013-2014 Faculty Senate Executive Committee Meeting Schedule

All meetings are scheduled for 3:00-5:00 p.m.

FACULTY CENTER, 1216 E Mabel 621-1342

Monday, August 26, 2013
Monday, September 23, 2013
Monday, October 21, 2013
Monday, November 18, 2013
Monday, December 9, 2013 (Final exams start 12/13)
Monday, January 13, 2014
Monday, February 17, 2014
Monday, March 24, 2014
Monday, April 21, 2014

Fall First Day of Classes, Monday, August 26, 2013
Spring First day of Classes: Wednesday, January 15, 2014
MLK Day: Monday, January 20, 2014
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CONSIDERATIONS FOR EMPLOYMENT OF “ADJUNCT” INSTRUCTORS

Starting in January 2015, employers will generally be obligated to offer healthcare insurance to employees who work 30 or more hours a week under the Affordable Care Act (ACA). Current State of Arizona policy is to provide benefits to those who work 20 hours a week or more for six months or more. The ACA does not have a six-month threshold in determining healthcare insurance eligibility.

To comply with the future requirements of the ACA, the University needs to have clear baselines in determining course loads for full-time equivalents (FTEs) for nontenure faculty whose only duties are teaching. While full-time course loads vary, the benchmark of fifteen credits has been determined to be the equivalent of full-time status (1.0 FTE) for instructional faculty with no advising or other duties.

Using this baseline, each credit hour is the equivalent of 2.67 working hours, or .067 FTE. Instructors on semester-to-semester contracts may become eligible for healthcare insurance under the ACA at .75 FTE if they teach 11 or more credit hours in single a semester, and instructors on contracts of six months or more will be State/University benefits eligible if they teach more than 7 credit hours (as required under current State and University benefit guidelines). In some cases, departments may need to increase an instructional faculty member’s FTE to take into account labs, studio courses, advising, outreach, or other departmental assignments.

Given the need to track FTE/work hours to meet the future obligations of the ACA, we need to have a clearer alignment of titles with duties. To meet this need, departments are asked to limit the use of “adjunct” in Notices of Appointments for positions that do not meet the eligibility requirements for State/University benefits. If changes in FTE are made after a Notice of Appointment has been drawn up, departments should revise individuals’ titles when possible.

1. How will the current University of Arizona employee benefits and benefits eligibility change for the fall of 2013?

At this time, the University of Arizona employee benefits and benefits eligibility determinations will remain the same for the fall of 2013. However, the 90-day waiting period will be eliminated in the early fall of 2013. For information on current UA employee benefits go to: www.hr.arizona.edu/general_benefits_information.

2. How was fifteen credits selected as the benchmark for full-time instructors with 100% teaching assignments?

The fifteen-credit benchmark is based on several calculations. For example, the teaching load of TT faculty in some colleges is four courses a year for 40% of a faculty member’s workload. Using that calculation, one course represents 10% of the individual’s annual workload, or 20% of an individual’s semester workload. While those calculations assume five courses is equivalent to a 100% teaching load, in most colleges few NTT instructors actually teach fifteen credits because their classes may be more labor-intensive, or the instructors may be assigned to committees or additional duties beyond teaching their individual classes and holding required office hours. The University benchmark of fifteen credits is the recommended baseline for assigning FTEs to instructors, but colleges may determine when a different FTE formula is appropriate for an individual’s assigned duties.

3. How are FTEs to be calculated for shorter courses?

Since fifteen credits for a fifteen-week course is the general benchmark for determining full-time status, departments can calculate FTEs for courses that run less than fifteen weeks by using the basic formula of one credit per week. Using that formula, instructors would be full-time if they taught five credits over a five week period or nine credits over a nine week period.

4. What criteria should departments use in setting FTEs for individual instructors?

When using the fifteen-credit benchmark for full-time equivalency, departments have the latitude to adjust FTEs as appropriate to the individuals’ teaching assignments. FTEs can be adjusted for courses that may be more labor intensive such as labs or studio courses, or if the individual has additional assigned duties such as advising, outreach, or committee assignments.

5. If adjunct instructors’ employment status changes to State/University benefits eligible, do departments have to revise their Notice of Appointment to remove the title of *adjunct*?

Instructors are sometimes assigned additional courses after their Notice of Appointment (NOA) has been signed because of rising enrollments in a program, and those changes in workloads may change benefits eligibility. Complications with benefits eligibility have also arisen because instructors are teaching in more than one department, and one of the departments may not be aware of that fact when drawing up a NOA. These challenges with managing benefits eligibility will continue, and there will be some cases where changes in titles are not feasible as part of making the change in the individual’s benefits eligibility.

6. Who should I contact with further questions about these matters?

Please contact Josephine Kelly, Human Resources Generalist, at 621-2376 or josiec@email.arizona.edu

This is the proposed language in the new Chapter 4A that we are proposing to change to create a parallel provision for continuing-eligible academic professional employees who are denied continuing status to that which exists for tenure-eligible faculty who are denied tenure:

g. Changes in Appointments and Rehires of Continuing Status or Continuing-eligible Academic Professional Employees

Continuing-eligible academic professional employees may apply and be considered for other available appointed positions in the University before the year of their mandatory review. In the year of their mandatory review, they will not be considered for a change to a different appointment, except to that of non-continuing-eligible positions in the same discipline.

Individuals who were denied continuing status or whose appointment was not renewed for other than reorganization or budgetary reasons shall not be considered for other available appointed positions at the University, except as a result of an appeal to the President, which includes a determination by the President that the individual has distinctive expertise that meets strategic needs of the University.

The current language reads, with emphasis shown in italics:

**4.10.03 Limitation on Continuing-eligible Service
Rev. 5/1/98; 4/2003**

A continuing-eligible appointment as a professional shall not be renewed as such, except for parental delay, more than six successive times, i.e., for a maximum of seven (or eight, in the case of a parental delay) academic or fiscal years of service, regardless of rank or ranks held during the years of continuing-eligible service. *A person who has been denied continuing status shall be offered a terminal year contract but shall not be employed subsequently under a year-to-year professional appointment except upon a part-time basis.*

ABOR Policy 6-302.B.2 would require an amendment as well, which has already been vetted with the Board, which would read:

A person employed under a probationary appointment shall not ~~be~~ subsequently BE employed under a year-to-year appointment except as MAY BE permitted ~~under this policy~~ UNDER POLICIES ADOPTED BY EACH UNIVERSITY.

This amendment would give the universities discretion to reemploy probationary employees who are denied continuing status, just as we permit TE faculty who are denied tenure to be reemployed [under an appeal process to the President].

CURRENT LANGUAGE

UHAP 2.04 SEEKING ADVANCED DEGREES

Administrators with the rank of dean or director, assistant or associate vice-president, vice-president, or president, together with any faculty members with the rank of assistant professor or higher, are not permitted to take advanced degrees at the University. Incoming instructors and lecturers may register for degrees at the University but must declare their intent and must start their graduate work within one year of their initial appointments. Instructors or lecturers may enroll in a graduate program only if the department in which they are employed is so remote from the department in which graduate work is proposed that there is no reasonable possibility for collusion or influence.

PROPOSED NEW LANGUAGE

UHAP 2.04 SEEKING ADVANCED DEGREES

Appointed personnel are encouraged to engage in continuous professional development, including pursuing advanced degrees as appropriate. Employees who seek an advanced degree must consider whether doing so will present a conflict of interest or a conflict of commitment with their University duties and responsibilities, as those terms are described in University and Board policies. Employees will not be permitted to seek an advanced degree program within their own departments unless they receive approval from the Provost to do so, as this is generally considered a conflict of interest. Appointed personnel who are interested in pursuing an advanced degree are encouraged to discuss their plans in advance with their supervisor. Degree programs that require classroom instruction during regular work hours will require supervisor approval.

UAVitae

Over the next two years, the University will introduce *UA Vitae*, an online system for annual reviews of faculty, beginning with the College of Medicine, Phoenix, and the four colleges where almost a third of UA faculty already do annual reviews on line (SBS, CALS, Fine Arts, and Public Health). *UA Vitae* will use the Faculty180 software, which was selected by a group of faculty, administrators, and staff. Faculty180 was adopted at NAU last year, and its provider has a strong record of advancing innovations in peer institutions. A team is uploading data from our online systems to make the *UA Vitae* available for 2013 reviews in the colleges that do reviews online. A committee of faculty, staff, and appointed professionals will guide the development of *UA Vitae* for university-wide use for 2014 reviews.

To learn more about the initiative, visit http://facultyaffairs.arizona.edu/report_online

To learn more about the application, visit <http://www.data180.com/faculty180.php>

UAVitae will provide significant benefits to faculty, staff and departments. *UA Vitae* will be far more powerful and efficient than the systems currently in use at UA. Faculty members will not have to enter information that is available elsewhere on their courses and grants, and faculty will also be able to capture citation information on their publications from databases such as JSTOR, Web of Science, and PubMed. When fully implemented, faculty will be able to archive their presentations, creative works, and research data in the University Library's [Campus Repository](#). Library faculty and staff are working on developing the repository into a searchable database that will help faculty publicize their research, service, and teaching contributions. This repository will be particularly important to faculty in fields where there are fewer grant-funded research projects because the university has records of sponsored research projects, but there are no institutional records for many scholarly contributions in areas such as the humanities, social sciences, and the arts. Faculty and staff will also be able to save time with promotion and tenure reviews, academic program reviews, and accreditation reports because the information entered into the annual reporting system will be accessible for such purposes.

UAVitae will enable the university to document the impact of faculty in areas where there are currently no complete records, including scholarly publications, collaborations with community, business, and government groups, and other outreach and service. Such information is vital to reviewing programs, strategic planning, building collaborations, and reporting to ABOR and other external agencies. Our lack of data on faculty achievements hampers strategic planning and ongoing efforts to document the impact of our University.

UAVitae will generate digital CVs with dynamic features for varied purposes:

- **An intuitive interface** for entering and reviewing supporting materials in annual reviews and promotion dossiers
- **Imbedded links** to presentations, art works, syllabi, and other supporting materials
- **Flexible formats** for grants and Biosketches to fit individual and disciplinary preferences.

UAVitae is being developed by a steering committee of faculty and staff from across campus and a governance committee that will advise on policy decisions and systems integration. Work has already begun on integrating faculty information from our online reporting systems and central data sources to save faculty the time would have been spent to enter data that already exists elsewhere. Over the coming year, forums and workshops will be held to ensure that staff and faculty in the five pilot colleges are prepared to use the system for annual reviews in spring 2014, and that faculty and staff from across campus have input on the development of the overall system.