

**UCDALI**  
**Executive Committee Meeting Agenda**  
**Fall 2019—December 10<sup>th</sup>**

*In attendance: M. Harper (Bus), M. Tackett-Gibson (SPA), J. Brennan (CAM), L. Fried (Bus), R. Hunt (CLAS, History), E. Baker (Library), J. Bihun (CLAS, Psychology), D. DeBay (SEHD), J. Fox (SEHD), M. Dharbeheshti (CECS), V. Shyu (CLAS, Psychology), E. Pugliano (CAM), M. Heredia (Provost Office), L. Potter (Provost Office)*

Welcome/Lunch & Scheduling

- New to meeting outside of UCDALI were Joanne Brennan and Mark Heredia
- Doodle Poll for preferred days/times for Spring 2020 UCDALI meetings were sent by Lee on 12/10.

Ongoing Business Items

- Nov meeting with Chancellor Horrell went well; Article 5, [Policy 5L](#) discussion related to faculty titles has been delayed
- Mark Heredia (Provost Office; Policy Coordination Manager for CU Denver) introduced
  - Manages policy review process for CU Denver and AMC
  - Liaison to Dan Montez who is the CU system policy manager
  - Article 5 bylaws and criteria hoped to be in place by July 1, 2020, deadlines for however the policy related to faculty titles has not yet been reviewed (will miss 2/5/20 review deadline)
  - Title changes fraught with issues—titles stated in contracts, letters of offer, etc
  - UCDALI requesting title in place of “Clinical Teaching Track” (CTT) which is not relevant on the Denver campus (first designed for AMC faculty); originally intended for rostered faculty who had a 50%+ “clinical” load
  - Revised APSs will be updated on APS website; UCDALI will provide **links** to APSs related to our group on the UCDALI website
- Lecturer, Instructor CTT and MYC reports based on information gathered from meeting with the Deans/Dean representatives during Summer 2019 (V.Shyu, D. DeBay, J. Fox)
  - **Multiyear contracts** (MYCs; APS 5053, J. Fox):
    - MYCs are NOT “at will”: “Letter of offer” and “MYC” are NOT synonymous
    - No universal requirements across schools/colleges
    - # of contracts is at the discretion of chancellor
    - Schools can’t “opt out of” MYC (?)
    - CLAS currently has 24 MYC faculty
    - Business School just started procedure
    - SEHD does not use them for the reason that all employees have secure positions and did not want to create divisiveness among the IRC
    - MYCs CAN be terminated due to budget cuts
    - Need to discuss how they work with Deans not using/aware of them
    - Point made to emphasize the VALUE of MYC to the department/college as well as for the faculty member
    - Certain general language within MYCs may be conducive to standardization (for eg.,, language regarding institutional assurance of rights to grievance, academic freedom)
  - **Instructors/Sr Instructors** (D. DeBay) report (summarized on appended sheet)
  - **Lecturers**—support for Senior Lecturer position with slightly higher pay but only 2 Deans weighed in on issue

- **CTT report** (summarized on appended sheet)
- Collaboration with Interim Vice Chancellor for Faculty Affairs—Joanne Brennan
  - Liaison between UCDALI and Provost
  - Goal is to support faculty success
  - Has read UCDALI Lecturer’s Report and was very excited about information and recommendations within—has needle pointed on high priority items
  - Will be posted CFD Director position; envisions role as “CFD & Advancement”—focus on **career development** for every segment of faculty in addition to programming, RTP processes
- Chancellor Search—ran out of time
- UCDALI organization tasks—ran out of time
  - Non-CLAS PD grants—7 \$1000 grants were awarded in Nov 2019
  - Planning for Spring
- Bridge Network Liaison reports and OPEN FORUM—ran out of time

## CTT Overview of Information Received:

### Are these awarded and about how many?

- CAM: These are awarded. Unsure of numbers
- CAP: These are awarded. 11 out of 64, 17%
- CLAS: These are awarded. 32 total which is 10%
- SEHD: Yes. Unsure of numbers. Most of the IRC are on this track; some come in on the track and try to move everyone to the track
- SPA: CTT is available. 2 at the assistant professor level and 1 at associate.

### What is the criteria?

- CAM: A request for promotion to C/T can come from any current member of the department faculty.
- CAP: Recommended by the chair.
- CLAS: Primary unit & college bylaws; available on policy page on ucdenver.edu; one dept in progress
- SEHD: The processes are developed specifically for this group and for what they contribute
- Full CTT: outstanding teaching excellence, considerable leadership/service; demonstrated research Associate: "highly effective teaching" teaching (with criteria) and service; record of continued growth in research; Assistant CTT: 6 years+ successful higher ed teaching experience; current scholarship or show potential; no language regarding service

### What are the guidelines for research/creative activities?

- CAM: The typical load of the Clinical teaching Track faculty is 80% teaching, 10% professional and academic practice and 10% leadership and service.
- CAP: Four out of five departments have promotion criteria. The typical load of the Clinical teaching Track faculty is 80% teaching, 10% professional and academic practice and 10% leadership and service.
- CLAS: There are college and Unit level By-Laws; the promotional cycle is 3 year Asst; 5 year Assoc; 5 year for Full
- SEHD: 80% teaching, 10% professional and academic practice and 10% leadership and service.
- BUS: 10% research appointment (publication; conference presentation; book chapters)
- SPA private shared drive for faculty to see policy; also listed under "policy/procedures" link on SPA website but currently older document is still posted; CTT positions first became available 5-6 years ago.

### Where can faculty find this information?

- CAM: Bylaws
- CAP: In their contracts
- CLAS: Available on the college website.
- SEHD: IRC Handbook.

### What is the plan going forward?

- CAM: Currently reviewing policies.
- CAP: Review policies within five engineering departments for differences and consistency
- CLAS: Make sure that every unit has appropriate criteria and practices, including for program reviews and as part of a strategic plan for CLAS and changes in Regental policies will review criteria, including for teaching excellence. Attention will focus on TT, but there are plans to ensure that the criteria are reasonable and in line with load.
- SPA: There are 3 IRC faculty members going up for promotion from sr. instructor to assistant CTT; 1 for promotion from assistant to associate; next annual review early spring 2020 hope to put in multi-year contracts (will consider seniority; not aware if number applying for them will be limited)

## **Questions and comments generated:**

### **Additional Information**

- CAM: The promotion request will then be reviewed by the Chair who will also provide a written recommendation to the Dean of the College. The candidate must compile an application packet (outlined below under Appointment and Evaluation of Clinical Teaching Track Faculty), which the Chair will forward to the CAM Dean. The specific expectations and criteria for the evaluation of teaching, professional activities/academic practice, and leadership & service will be determined by the primary unit of CAM and must be approved by the primary unit Director or Department Chair, the Dean and the Provost. There are college and Unit level By-Laws; promotional cycle is 6 year Asst; 4 year Assoc; 6 year for Full.
- CAM: other notes--instructors/CTT faculty do not have adequate meeting/creative space in which to work and invite students; there is up to a delay of 9 months on promotions once the recommendation leaves CAM--this is far too long; part-time pay so low; the strain on staff (that is, we have far too few staff) causes strain on faculty
- CLAS: Last year had 19 CTT reappointments or promotions, and this year, 6. All approved by Provost at this point. Note that all instructions are in the Interfolio templates, which are publicly available.
- SEHD: Meet with SEHD Associate Dean to work to define everyone's roles clearly, and what each group contributes and their importance overall; all have some PD/travel funds available, (all rostered IRC) - distinctions based on need; \$20k deans fund for professional growth for ALL faculty (not Lecturers)
- SPA: Appendix N was outdated policies. all FT 50% IRC are all terminal PhD; based on by-laws terminal masters qualify for instructor, lecturers; what % are benefits given at.

## **Instructor and Senior Instructor Overview of Information Received:**

*Are these awarded and if so, how many/percent?*

- CAP: There are 2 individuals that fall in this category.
- CLAS: These are awarded. Approximately 100 individuals (32% of faculty)
- SEHD: These are awarded. There are very few ( $\frac{1}{3}$  of all faculty are IRC and of that group 20% are in this area).

*What is the appointment criteria?*

- CAP: Dependant on teacher needs and determined by chair.
- CLAS: Primary unit; see for CTT

*What are the criteria for promotion?*

- CAP: Determined by department
- CLAS: Most primary units have criteria, but the college has criteria and processes in place. Last year CLAS had 7 promotions, complete with Interfolio applications, etc.
- SEHD: After 3 years they are able to apply for CTT.

*Where can faculty find this information?*

- CLAS: Currently in Dean's Office; will be on CLAS website as it is revised. All instructions are in the Interfolio templates, which are publicly available.

*What is the plan going forward?*

- CAP: It is suspected that most people are stable in their position or may consider CTT in the near future
- CLAS: Improve communication for all IRC, including for new faculty orientation. Enhance chair training for best practices for IRC faculty. Maximize inclusion, etc.

## **MYC Overview of Information Received:**

Campus Administrative Policy 1027 “*Multi-Year Contracts for Non-Tenure Track Faculty Members and Librarians*” outlines the stipulations for being eligible for a multi-year contract, and also includes an operational definition of ‘highly effective teaching’ that individual schools can use unless they would like to leverage their own definitions. CAP 1027 also states that the number of appointments for multi-year contracts is at the disclosure of the chancellor. CAP 1027 does not state that schools may opt out of utilizing multi-year contracts.

## **Overview of Information Received:**

### Are these awarded?

- CLAS does award these
- CAP is not sure if they do or not
- SEHD does not but states that the reason is because all employees are considered ‘long term’ and/or multi-year

### About how many?

- CLAS has 24
- CAP is not sure
- SEHD has none

### What is the criteria?

- In CLAS, Instructors and Sr. Instructors are eligible, as well as CTT. The campus policy is outlined in APS 1027. In addition, there is an internal process – this is a structured annual process that includes Interfolio applications. HR generates a list of who are eligible. Working to align CTT and multi-year processes. This past year, chairs were asked to invited IRC to apply to make sure anyone who is eligible and interested can apply.
- SEHD does not do this because there was not consensus on who would get the multi-year contracts.
- Business school is going to start offering MYCs this year

### Areas of confusion:

- Multi-year contracts are not ‘at will’ employees and this seems to be a point of confusion
- Even CTs are not necessarily MYCs unless specified
- Letters of offer and contracts are NOT interchangeable, although some campuses seem to use them interchangeably

## **Questions and comments generated:**

- How are deans/schools made aware of how multi-year contracts work?
- Why do schools think that it is their individual discretion as to whether or not multi-year contracts can be in use?

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