

Redbook Committee

July Report to Faculty Senate *Including a continuity plan for the FY24 Redbook Committee*

Redbook Committee Chair Bob Cohn will be retiring Sep 1.
An election will need to be held to fill this RBC seat starting Sep 1.

As Chair Bob will try to provide continuity by:

- Uploading his entire RBC desktop folder to Sharepoint by the end of the summer (this covers most of RBC's proposed document changes – there could be a little more feedback to Units in a few of my emails. Will search for these as needed) Also (if possible) sharing all his Service related emails with RBC
- Be available for assistance in transition related to
 - The second reading of the proposed Redbook changes (including leading discussion at the Sep FS meeting if requested)
 - Explaining what issues RBC asked units to review when we sent back documents

Here is the list of documents considered or in consideration by RBC and their status:

Unit Documents (returned to schools with comments to address):

Business School Bylaws
Law School Bylaws
Kent School Personnel Doc
School of Nursing Personnel Doc

Unit Documents recommended to Faculty Senate for Approval:

A&S Bylaws (Second Reading July FS meeting)
A&S Personnel (Second Reading July FS meeting)

Redbook revisions:

Change SIGS à Graduate School in about 6 places in the Redbook (referred to Cherie since does not change governance)
DEI corrections: Fix he to he/her two places in Ch. 4 (referred to Cherie since does not change governance)
Chapter 2 on the Presidential Search Committee (scheduled for First Reading at FS July Meeting)
Chapter 3 on Dean Search Committees (scheduled for First Reading at the FS July Meeting)
Chapter 4 Related to consistent use of “research and/or creative activity” (Request First Reading at the FS July Meeting – Delayed to September meeting)

Redbook revisions proposed by Provost (based on Enid's 2019 committee report)
Chapters 2 and 3 proposed changes reviewed and returned with comments to
Cherie (at her request) around November 2022
Chapter 4: Not yet received from Cherie.

Draft of RBC survey (below) This report (which has been updated several times) identifies several areas where unit documents may be out of compliance with Chapter 4 of the Redbook (especially the minimum guidelines). The report now identifies by UofL Units non-compliance issues. Given the widespread common misinterpretations, it is worth a wider UofL discussion. RBC has been planning to contact the Faculty Senators by Unit to discuss these issues. RBC (per its charge) is not necessarily asking units to comply with the Redbook, but is interested in considering changes to the Redbook that might better serve the Units and UofL. Since these issues are of fundamental importance to shared governance, the tenure system, and the ultimate mission of the University, it is hoped that these efforts will lead to a UofL wide discussion and consensus on these issues. In the meantime, given the large number of revisions to Unit documents received by RBC this year, these issues have been brought to the attention of several units.

Robert W. Cohn
Chair Redbook Committee

Minimum Guidelines Issues, in Preparation for developing a survey

Minimum Guidelines and Personnel Documents Issues

Preamble/Background

A summary of the Minimum Guidelines issues identified, including at least one additional issue that was identified since last month's meeting, are:

- A. The Redbook Minimum Guidelines states that normally all full time faculty (tenure-track, tenured and term) are evaluated on research, service and teaching. Deviations are possible based on the annual work plan (and personnel document). However, **for promotion to associate professor candidates must be evaluated on all three areas.**

One notable specific issue related to this is that Term Faculty are frequently being hired to focus in only one area (usually teaching, or service—for clinical faculty). As such, they would have no opportunity for promotions.

- Is this appropriate that a Term Faculty could be hired indefinitely as an Assistant Professor, and never promoted?
- Is this consistent with UofL being committed to making the University a “Great place to work” ?
- How does having a large number of faculty who are not proficient in all three areas of research, service and teaching affect the mission of the University?
- Is having a large number of Term Faculty a threat to the tenure system?
- Note: AAUP recommends to the extent possible, working to transition Term Faculty to Tenure track positions (which implies that they would be proficient in all three areas.)

B. Medical, Nursing and Dental Schools greatly exceed the Redbook requirement for no more than 50% of the full time faculty being Term Faculty (and no more than 33% of the full time Term Faculty being supported by General Funds). A large number of Term Faculty appear to be strictly clinical with 100% of their effort being classified as service. Questions needing answers before RBC can propose solutions are:

- What maximum percentage of Term Faculty makes sense in terms of the goals of the University and the Faculty (who have jurisdiction on Faculty personnel issues)?
- What maximum percentage of Term Faculty makes sense in terms of national trends. See attached powerpoint slides that were presented to FS XC 15feb23.
- Would it make sense instead of limiting the number of Term Faculty, to limit their number of votes? For instance: “*The number of votes of the Term Faculty in a unit cannot exceed 33% of the votes of the entire Full Time Faculty.*” In actual practice, the Medical School the General Faculty (part-time, gratis, emeritus) **Term Faculty** has one elected voting rep for each 10 **term part-time, gratis, emeritus** faculty members, while each **tenure-track** Full-time Faculty member has a vote. (more details on this in Review of Critical Issues below)
- Would it make sense to reclassify clinical faculty as Staff Clinicians? For instance, there are Staff Scientists in the Conn Energy Center who prefer being staff to being faculty. They even receive grants and direct PhD students. (They are recognized by the Graduate School as Graduate Faculty)

C. While the Minimum Guidelines require that each Unit Personnel Document describe Periodic Career Reviews for all Full Time Faculty. While Tenured Faculty are reviewed every five years, Term Faculty are also required to have career reviews before their contracts can be renewed. Of three personnel documents reviewed, two (Nursing, Med) do not describe career reviews for Term Faculty, and the third (Speed) says they

are reviewed every 5 years (which is in conflict with the maximum Term contract being three years.)

- The proposed RBC survey of faculty could ask about current practice (and serve as a reminder)
- Should RBC review all 13 Personnel Documents <https://louisville.edu/provost/faculty-personnel/unit> to see if they do all describe Term Faculty career reviews?

A Review of Critical Issues in The Unit Bylaws

Are Career Reviews of Term Faculty described in Personnel Document?

- Nursing: Not described
- Medicine: Not described, except the Dean decides that the service needs to be continued.
- Speed: Every 5 years (but redbook says career review needed before contract renewal – and maximum contract is 3 years)
- A&S: Not described. Renewed based on need for the service and determined by Chair and Dean.
- Kent: Renewal process is determination by Dean of the need for service. Nowhere in the PD does it describe the Career Review. *“Periodic career review of term faculty shall be part of their renewal process. No additional review is required.”*
- Dental: Annual reviews serve as career reviews.
- Library: Not described
- Music: Not described
- Public Health: Reviewed for Reappointment by Chair. If more than 3 years service, PAT committee also reviews and considers eligibility for Tenure-Track position
- Education: Reviewed for the entire contract term. Dean reviews. Not stated if Personnel Committee is involved
- Business: Yes. Review of entire contract and its review includes Personnel Committee
- Law: Three year review of all faculty each year by Dean, and shared with Personnel Committee for further consideration.
- Law Library: Contracts renewed only after a review of previous contract, including by Personnel Committee

Does Promotion to Associate Prof. Term require demonstration of proficiency in all three areas: research, service and teaching?

- A&S: Only to the extent of annual work plan.
- Kent School: Only to the extent of annual work plan.

Medicine: Only to the extent of the annual work plan (same for Tenure-track)

Nursing: Any two of three areas

Speed: Only to the extent of the annual workplan (Tenure-track also seems to say to the extent of the AWP, but does also mention external review.)

Dental: Only for those areas that are 10% or greater annual effort

Library: Yes

Music: Yes (does not distinguish between term and tenure-track)

Public Health: All three areas are not required

Education: Only to the extent covered by the annual work plan.

Business: Yes. Faculty hired after Departmental Vote. No specific description of how promoted, but could be hired at the new level on a new contract.

Law: Research is not required. Promise of proficiency or continued proficiency is required.

Law Library: Research is not required

What voting rights do Term faculty have?

A&S: Same as Tenured/tenure-track Faculty (after 1st year of service)

Speed: Same as Tenured/tenure-track Faculty (after 1st year of service, or contract 2-3 years)

Nursing: Same as Tenure Track except 100% Non-Academic Clinical Full time do not vote: *“Faculty who hold a full-time clinical faculty appointment which is non-academic in nature.”* Bylaws uses Term in committee descriptions but not in body, so it’s not clear what defines Term and if Clinical is a type of Term.

Medicine: Term same as Tenured/tenure track. (Executive Faculty with voting on elections, bylaws include both term and tenure track. Elected member from part-time, gratis, retired. 1 per department plus 1 more for each 10 General Faculty.)

Kent: Same as Tenured/tenure track except no voting on personnel matters

Dental: Same as Tenured/tenure-track Faculty

Library: Same as Tenured/tenure-track Faculty

Music: Same as Tenured/tenure-track Faculty (except tenure and promotion cases)

Public Health: Same as Tenured/Tenure track

Education: Yes (Term faculty are described as only clinical faculty in Bylaws, and separate clinical and research faculty in personnel doc.)

Business: Same as Tenured/Tenure Track except on personnel matters

Law: Same as Tenured/Tenure Track except on personnel matters

Tenured faculty are guaranteed sabbaticals, and Term Faculty can be permitted sabbaticals if described in Unit Bylaws or Personnel Document. What is your unit's policy for non-tenure track faculty?

Nursing:	Not described (therefore, not eligible)
Medicine:	Not described
A&S:	Term and part-time Faculty are not eligible
Kent:	Term and part-time Faculty are not eligible
Speed:	Not described
Dental:	Not described
Library:	Not described
Music:	Not described
Public Health:	Not described
Education:	Not described
Business:	Not described
Law:	Not described
Law Library:	Faculty yes, but not described for Term Faculty

What % of the unit's full time faculty are non tenure track? What % of all faculty are part time? Do your Bylaws specify percentages different from the Redbook – if so what are they?

A&S: Personnel Doc: Less than 20% of the Tenured/tenure track faculty

Do all Faculty Personnel Reviews include peer evaluations? --- including of Term and Part-Time Professors? (newly added 6/6/23)

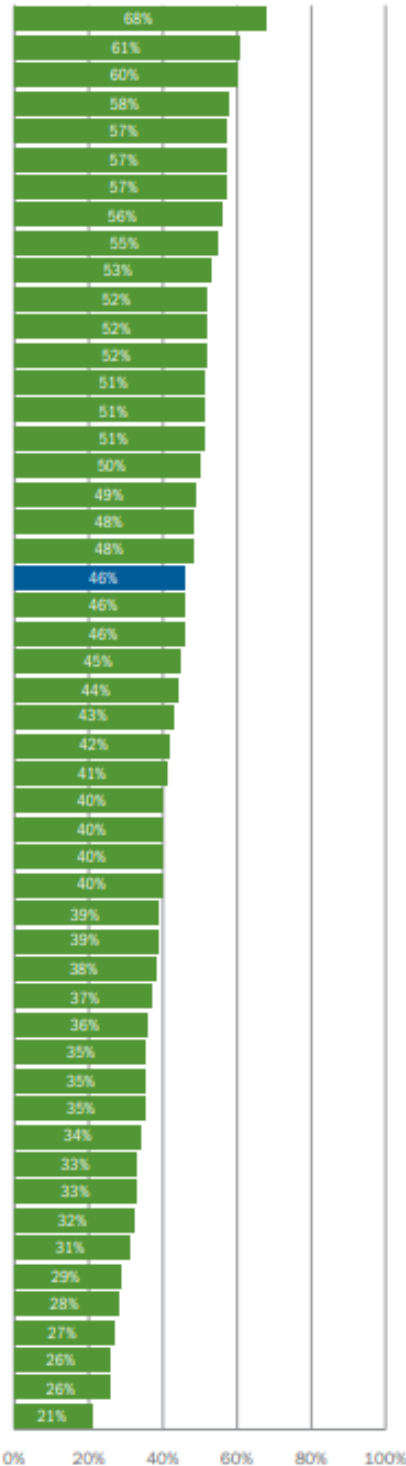
Term and Part time Faculty by University for 2013

From [2016 TIAA Report](#)

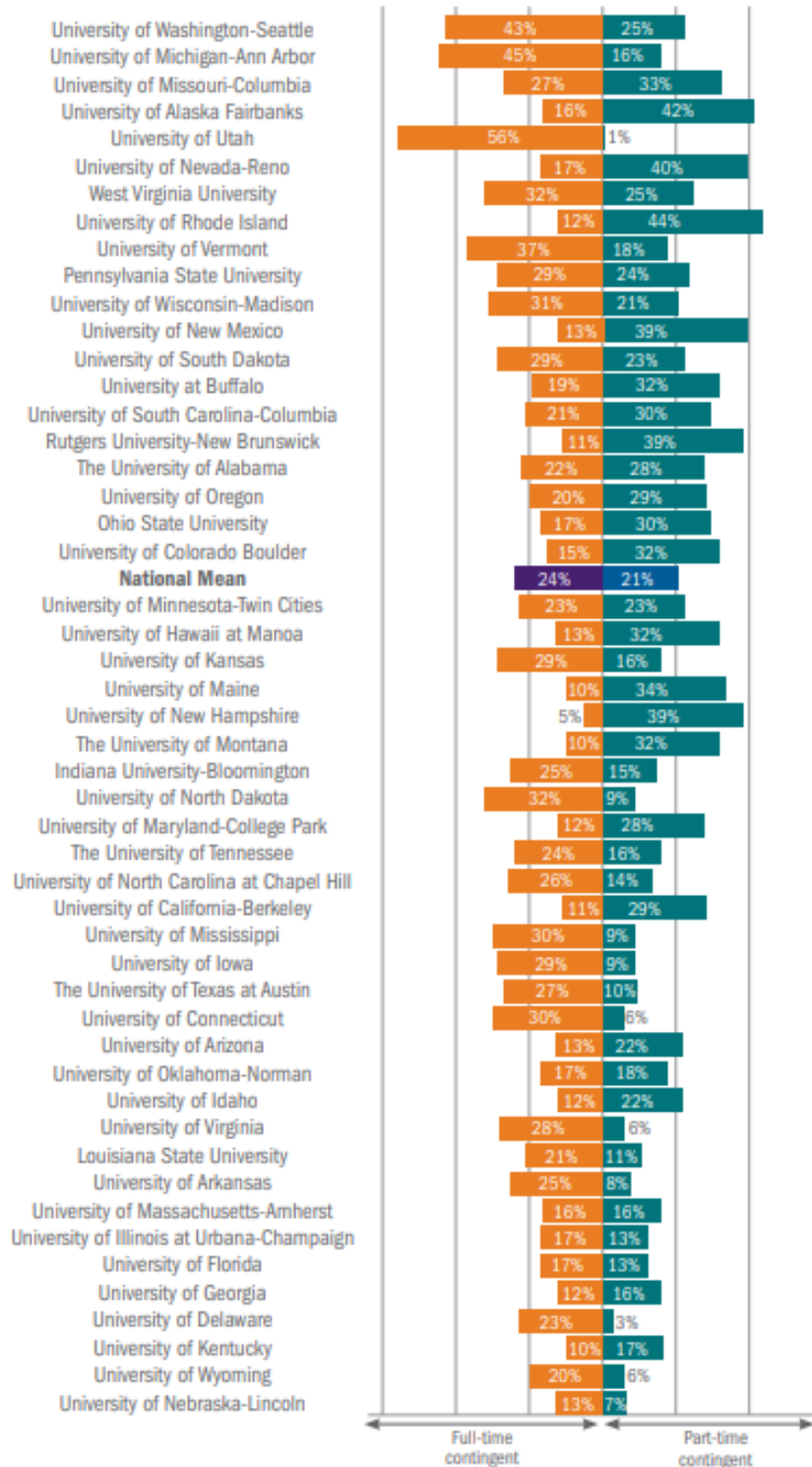
Term Faculty make up 4-56% of the faculty
Term + Part Time make up 21-68% of the faculty

Figure 4. Contingent faculty represented the majority of all faculty positions in 16 public flagship institutions

Contingent faculty share of instructional faculty, by flagship institution, FY 2013



Full-time versus part-time contingent faculty share of instructional faculty, by flagship institution, FY 2013



Source: Special tabulation of Delta Cost Project IPEDS Database, 2013, ungrouped.

