Recommendation of the University Committee to Revise
UWM Policies and Procedures Chapter 5 Faculty Personnel

RATIONALE:

While Chapter 36 of the Wisconsin Statues and UWS 3.02 and 3.03 speak to the centrality of faculty in the process of personnel management, our own University of Wisconsin-Milwaukee Policies and Procedures do not explicitly outline the nature of how and when departmental or school/college executive committees must be consulted in the process and appointment of faculty.

Furthermore, the University of Wisconsin-Milwaukee like many institutions of higher education is undergoing major changes. Among these changes is the creation of schools and colleges which by their very nature and purpose are highly interdisciplinary in nature.

Presently, our UW Milwaukee Policies and Procedures do not provide much guidance regarding obligations that departments, schools/colleges and the university has to individual faculty members. With the possibility of faculty holding joint appointments, affiliations across multiple schools and colleges, joint governance appointments, etc., it is important that obligations and responsibilities be clarified.

Therefore the University Committee offers the following proposed changes.

UWM University Committee

Cindy Walker, Chair
Lee Ann Garrison
Ten-Chien Jen
Steve Meyer
Marcia Parsons
Donald Solomon
William Velez
5.01 Faculty

Faculty means persons who hold the rank of professor, associate professor, assistant professor, or instructor in an academic department of its functional equivalent.

By action of the department or its functional equivalent, Faculty Senate, and the Chancellor, a full-time member of the instructional staff who has a probationary or indefinite appointment may be designated as having faculty status with the right to participate in faculty governance as specified in Chapter I. Faculty status does not confer rank or tenure or convert an academic staff appointment into a faculty appointment. The provisions of chapter 5 do not apply to academic staff granted faculty status.

(Document 1306, 4/22/82; UWM Administration approval, 4/29/82)
(Document 1618, 5/10/88; UWM Administration approval, 5/20/88)

Faculty Appointments

As used throughout these rules, an "appointment" (unmodified) is an agreement between an individual and a department, school, college, or other unit of the university. The elements of an appointment are (1) duties; (2) title; (3) percentage time commitment; (4) beginning and ending dates; (5) financial remuneration, if any; (6) departments or other units involved; and (7) governance rights.

Obligation to Faculty Members Following Appointment: Continuing Commitment

Both the appointing department(s) or equivalent unit(s) and the university incur a continuing commitment to honor the terms of the appointment of a probationary or tenured faculty member. For tenured members of the faculty, that continuing commitment extends for as long as the faculty member holds tenure. For probationary faculty members, the term of the continuing commitment coincides with the term of the probationary appointment (see UW Milwaukee Policies and Procedures 5.13 – 5.161)

1. In the case of an appointment that is less than full-time, the continuing commitment is for the same fraction as the appointment.

2. In the case of a joint appointment, the fraction of the continuing commitment assignable to each unit shall be specified. The total continuing commitment or its division among departments or units may be changed only by agreement among the individual, the Departmental
Executive Committees, and the dean(s) involved (see FD 2218). One department must serve as an individual's tenure home.

3. By agreement of the faculty member, the Executive Committee(s), and the dean, the level of departmental activity of the individual may differ from the continuing commitment in any given year. Such an occasional deviation does not in itself alter the continuing commitment.

4. In the event of the dissolution of a department holding a continuing commitment to a faculty member, an effort shall be made to identify an alternative department which is mutually suitable and which will assume the continuing commitment of the former department. If no such department can be found, the continuing commitment will be assumed by the university (also see UW Milwaukee Policies and Procedures 5.60 – 5.63).

5.02 Granting of Faculty Appointments

Faculty appointments may be granted only upon affirmative recommendation of a Departmental Executive Committee(s) as provided in Chapter 4, except in the specific situation provided for under UWS 3.08(3).

1. An initial faculty appointment is an appointment granted to an individual who has not previously held a faculty appointment in the university. An initial appointment may be probationary or with tenure.

2. Faculty recruitment and the selection of individuals to whom appointments may be offered is the responsibility of the Departmental Executive Committee(s). The procedures shall be consistent with UWS 3.02.

3. Faculty appointments shall be offered only in accordance with the provisions of UWS 3.03 and these regulations and with appropriate administrative approval.

5.03 Types of Faculty Appointments

a. Probationary Faculty Appointment

(1) A probationary appointment means an appointment preceding the granting of tenure. It is made by the Board of Regents upon the affirmative recommendation of the Executive Committee of the appropriate academic department, or its functional equivalent, the dean of the college or school, and the Chancellor.
(2) Although probationary appointments are ordinarily made at the rank of Instructor or Assistant Professor, in exceptional cases persons from outside this University may be granted probationary appointments at the rank of Associate Professor or Professor.

(Document 1189, 2/21/80; UWM Administration approval, 2/27/80; Regent approval, 6/6/80)

b. **Tenure Faculty Appointment**

Tenure faculty appointment means an appointment for an unlimited period granted to a ranked faculty member by the Board of Regents upon the affirmative recommendation of the appropriate academic executive committee or an ad hoc review committee (ref. 5.181 - 5.186), the dean of the college or school, and the Chancellor. Tenure appointment may be granted to any ranked faculty member who holds a half-time appointment or more. The proportion of time provided for in the appointment may not be diminished or increased without the mutual consent of the faculty member and the University unless the faculty member is dismissed for just cause pursuant to 36.13(5), Wis. Stats., or is terminated or laid off pursuant to 36.21, Wis. Stats. Tenure includes rights and privileges appropriate to the rank subject to the provisions of 4.04.

(Document 1809 (Revised), 11/19/92; UWM Administration approval, 11/30/92; Regent approval, 2/5/93)

c. **Joint Probationary or Joint Tenure Faculty Appointment**

A "joint probationary faculty appointment" or "joint tenure faculty appointment" occurs when two or more departments and/or schools/colleges share a continuing obligation or commitment to a faculty member. The appointment must be at the same rank in each department.

Joint probationary or tenure faculty appointments require the written agreement by all participating departments and/or school/college. In cases of an initial faculty appointment (see 5.02) this agreement shall be included in the initial letter of offer. Copies are to be filed with each department chairperson and the school/college dean (or division head).

The written agreement shall specify:

- the percentage of the appointment in each department or school/colleges.
• one department as the principal sponsor or tenure home of the faculty member. The faculty member shall have an appointment in sponsoring or “tenure home” department.

• whether the percentages of appointments are to be or may be changed/reviewed at some future time.

• that in the event a request to change the percentage of a joint appointment is made, it shall only be granted by the mutual agreement among the appropriate Departmental Executive Committees and Joint Guidance Committee, dean(s), and the individual concerned.

• the start date of the joint appointment.

• whether the appointment is on an annual or academic year basis.

• the percentage of the faculty member’s salary that is budgeted in each participating department and school/college.

• the department(s) that is(are) responsible for conducting annual reviews of the faculty member, as well as future merit salary considerations.

• for tenured or existing UW Milwaukee faculty, the faculty member’s divisional affiliation.

• for incoming or initial faculty, the divisional affiliations that are available to the faculty member.

• for probationary appointments, there must be a specification of probationary prior service and the duration of initial appointment.

If the joint appointment involves more than one chancellor-headed unit of the UW System, the appropriate vice chancellor must be informed at the beginning of negotiations. [See S-33, Interinstitutional Recruiting.]

d. **Affiliate Faculty Appointment**

An affiliate appointment is one that allows a faculty member to be associated with a department without a continuing obligation, commitment, tenure, governance rights or a continuing commitment by the department,
school/college. Affiliations may be granted, by the departmental executive committee, only to probationary and tenured faculty and only for fixed terms. With the approval of the departmental executive committee, affiliate appointments may be extended beyond one term.

e. **Limited Administrative Appointment**

A limited administrative appointment is to a specific administrative position and is at the pleasure of the appointing authority (e.g. Dean, Provost, and Chancellor). A person who has a faculty appointment does not lose it by appointment to an administrative position, but administrative officers do not have tenure in their administrative positions.

5.13 **Calculating the Probationary Periods**

Insert language from existing P&P (sections 5.13 through 5.63).