

Jacksonville State University
~~Promotion Appeals~~Policies Committee

**Guidelines for Promotion
Viability Law**

- ~~1. After the VPAA's denial, the appellant faculty member must file an appeal in writing to the PAC (Promotion Appeals Committee) within 7 working days of the date of the VPAA's letter of denial. (Certified mail) The University of North Alabama Senate's Legislative Liaison Committee has some suggestions for revision of the viability law, act 96-557. For the last two ACCUEP meetings, we have talked about doing something to revise or rescind this piece of legislation because of its unintended consequences. There is, however, a real need for all of us to agree on what we would like to see in place of the existing legislation if we are to have any hope of convincing the legislature. Accordingly, U.N.A. would like to propose the following language as a start. Please communicate with me concerning any question or suggestion for amendments.~~
- ~~2. Unless unusual circumstances intervene, the PAC should act on the appellant for member's appeal within 30 working days.~~
- ~~3. The PAC shall be composed of tenured faculty of the Faculty Senate from each college elected or appointed, as determined by the Faculty Senate.~~
- ~~4. All members of the PAC must hold the rank of Professor.~~
- ~~5. Deans, department heads and other administrators are excluded from membership on this committee.~~
- ~~6. The VPAA will submit the candidate's complete promotion portfolio to the Chair of the PAC. The PAC shall make its decision based on the written record.~~
- ~~7. PAC then incorporates its recommendation(s) as a part of the candidate's portfolio to be returned to the President for his decision. Committee shall send a copy of its recommendation(s) to the candidate.~~
- ~~8. The decision of the President is final.~~

~~1989/90~~

I. Purpose Statement: (as you will be aware, the act contained no purpose statement, which left it up to ACHE to write one).

“The purpose of this act is to establish standards designed to ensure that all public institutions of higher education provide high quality, cost effective programs accessible to all Alabama students. Through the application of these standards, resources devoted to higher education will be optimized and costly and unnecessary duplication of programs will be minimized.”

II. Amendments: Strike p.2, 1. 2 to p.2, 1. 18, and substitute the following:

“Productivity standards by which programs will be deemed viable or nonviable will be based on the average number of degrees conferred, credit hour production, full-time equivalent enrollment, the need for qualified teachers of a subject in the public schools, standards as measured by external accrediting agencies, and other relevant performance factors. These standards will take into account the size of the institutions, the national average annual number of degrees in a given program, and cost savings. A rolling Studies program, as identified by the Statewide Articulation and General Studies programs, as identified by the Statewide Articulation and General Studies Committee, will be deemed to be viable.”

Email from Tom Osborne from the University of North Alabama
December 14, 1998

Jacksonville State University
~~Promotion and Appeals Policies~~ Committee

DRAFT
Tenure Policy

~~—The ranks of Assistant Professor, Associate Professor and Professor are tenure-track ranks. The Instructor rank and visiting faculty ranks are non-tenure track and persons holding these ranks are not eligible to be considered for tenure.~~

~~—Non tenured faculty members at Jacksonville State University are employed on a year to year basis for each school year. A faculty member’s status will be periodically reviewed with him/her by his/her department head. A non-tenured faculty member shall not have an expectancy of appointment for the next school year. Non-tenured faculty members who are to be re-employed will be notified in writing by March 1st of the current school year.~~

Faculty members holding tenure-track positions may be nominated for tenure by their department heads and dean. The Dean will review all nominations and their recommendations to the Vice President for Academic Affairs who will then give his/her recommendation to the President. Faculty members, who have completed five years of continuous employment and are in a tenure-track position at Jacksonville State University and have been re-appointed for the sixth year, will be considered for tenure during the sixth year. Faculty who are awarded tenure at another institution may be considered for tenure after completing three years of continuous employment in a tenure-track position at Jacksonville State University. Faculty promoted from Instructor to Assistant Professor at Jacksonville State University may apply for credit towards tenure for prior service as Instructor at Jacksonville State University. Such applications shall be made to the department head and shall be subject to review by the tenured faculty in the candidates department.

If tenure is granted, the faculty member will be properly notified. In the event that tenure is denied, the faculty member will be informed prior to March 1st that he/she will not be reappointed beyond the following academic year. Faculty members in tenure-track position will not be reappointed beyond the seventh year unless tenure is awarded.

Regardless of the stated term or other provisions of any tenure-track appointment, written notice that a non-tenured appointment is not to be renewed shall be given to the faculty member in advance of the expiration of the appointment, according to the following schedule: 1) not less than three months in advance of the appointment's expiration (March 1) if the faculty member is in the first year of service; 2) not less than six months in advance if in the second year of service; 3) at least twelve months before the expiration of an appointment after two or more years of service.

Tenure shall not be construed to mean that a faculty member has the right to indefinite employment. If he/she becomes incompetent and is unable to perform his/her full duties, or if he/she is guilty of misconduct which makes him/her unfit to remain a member of the University faculty, he/she may be dismissed by the Vice President for Academic Affairs upon recommendation of the department head and the appropriate dean. Tenure does not assure that a faculty member cannot be terminated without the opportunity of presenting his/her case before the appropriate committees of the faculty and the Board of Trustees.

The nomination procedures for tenure are similar to those for promotion. Faculty members will prepare portfolios which will be available for review by all tenured members of the department. The portfolios will be forwarded to the dean with the department head's recommendation and any letters from tenured faculty in the candidates department.

The Dean will forward the portfolio along with his/her recommendation to the Vice President for Academic Affairs. All tenured faculty members in the nominee's department will be invited to submit letters in support of or opposed to the tenure nomination. The letters can be submitted to the Department Head, Dean or Vice President for Academic Affairs.

Untenured faculty members who have occupied the rank of Assistant Professor, Associate Professor or Professor for 10 years at Jacksonville State University or more will be given the choice of pursuing tenure or continuing on one year appointments without tenure.

~~_____ The provisions for notice of non-continuation in the section apply only to full-time faculty members in tenure-track appointments. The provisions are not applicable to terminations for cause or non-tenure-track positions where a termination date is specified in the appointment instrument.~~

~~_____ November 24, 1988~~

Committee Proposal/TIAA/CREF Retirement Plan

_____ The Faculty Senate at Jacksonville State University expresses appreciation to President Harold J. McGee for the changes in our TIAA/CREF Retirement Plan in response to the Tax Reform Act of 1986.

_____ In the first place, our retirement plan was brought into compliance with the new tax law by the inclusion of all eligible employees. In the second place, the recognition of "Prior Service" was preserved through salary adjustments equivalent to prior service contributions.

_____ These changes represent concern for both the faculty and staff. Accordingly, we wish to thank Dr. McGee and members of his administration.

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Pay Options Survey

~~A total of 277 survey forms were sent to JSU faculty on January 25, 1988. A total of 201 responses, (73%), were received by February 4, 1988. A tally of the responses was completed on that date and the results are shown below.~~

	<u>Rank of Options</u>			
	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
Last Working Day	145	33	6	0
1st Working Day	28	99	28	2
2nd Working Day	6	5	65	36
1st and 15th	23	15	16	49
Other	14	5	2	1

As you can see, the final count indicates that 145 of 201 respondents, (72%), prefer the pay option which provides for payment of the monthly salary on the last working day of each month.

Survey of Pay Dates

~~Univ. of AL at Tuscaloosa—Dated and released, last working day~~

~~Auburn University—Dated and released, last working day~~

~~Univ. of Montevallo—Direct Deposit on 1st day of month~~

~~UAH—Dated and released, last working day~~

~~UNA—Dated 1st day of month, released last working day~~

~~USA—Dated and released 1st working day~~

~~AUM—Dated and released, last working day~~

~~Troy—Dated and released, last working day~~

~~UAB—Dated and released, last working day. Direct deposit mailed 2 days earlier.~~

~~February 4, 1988~~

Graduation Honors

Be it resolved that the Faculty Senate recommends the following policy on graduation with honors be implemented as soon as feasible.

A. The designation “cum laude” will be engrossed upon the diplomas of graduating students who obtain an average of 3.5 – 3.69 quality points on hours attempted.

B. The designation “magna cum laude” will be engrossed on the diplomas of graduating students who maintain an average of 3.7 to 3.89 quality points on hours attempted.

C. The designation “summa cum laude” will be engrossed upon the diplomas of graduating students who maintain an average of 3.9 to 4.0 quality points on hours attempted.

D. For the purpose of determining eligibility for graduation with honors, the work of the student during the entire four years except the last semester in residence will be average to determine the appropriate award.

E. Those eligible for honors must have completed at least 32 semester hours at Jacksonville State University prior to their last semester. They must maintain the appropriate quality point average required for the honor to be awarded both in courses completed at Jacksonville State University and in the total record.

Passed December 5, 1988

Summary of Honors Recognition

<u>School</u>	<u>cum Laude</u>	<u>Magna cum Laude</u>	<u>Summa cum Laude</u>
<u>Univ. of AL</u>	<u>3.5</u>	<u>3.7</u>	<u>3.9</u>
<u>UAB</u>	<u>3.6</u>	<u>3.8</u>	<u>3.9</u>
<u>UNA (3pt)</u>	<u>2.5</u>	<u>2.7</u>	<u>2.9</u>
<u>AUM (3pt)</u>	<u>2.4</u>	<u>2.6</u>	<u>2.8</u>

W. GA	3.5	3.8	3.9
W. FL	3.5	3.7	3.9
W. Carolina	3.25	3.5	3.75
Valdosta	3.5	3.75	4.0
Middle TN	3.5	3.75	3.9
Auburn*	3.4	3.6	3.8

*with Honor	* with high Honor	*with highest Honor
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Jacksonville State University
Policies Committee

Evaluation of Administrators by Faculty

BE IT RESOLVED: The Faculty Senate requests that it to be authorized to develop appropriated procedures for annual evaluations by the Faculty of the President and the Vice President for Academic Affairs of the University, and for the evaluation to be considered as a significant contribution to the overall evaluation of those officers of the University for purposed of counseling, pay and promotion; and the said evaluation become a part of each officers permanent record.

Jacksonville State University
Policies Committee

Proposed Resolution on Curriculum

The Faculty Senate recommends the creation of curriculum committees in each department, consisting of elected full-time faculty members to review and approve all revisions or changes in the curriculum. In addition, the Faculty Senate recommends that each college establish curriculum committees composed of full-time faculty members elected from each of the college's departments to approve any changes in the college's curriculum.

Under this proposal, curriculum proposals must be presented to these committees prior to their consideration by the Administration.

1988

Jacksonville State University
Policies Committee

Proposed Resolution on Faculty Evaluation

The Faculty Senate would like to recommend that committee's, comprised of full-time faculty members in each of the college's, review and assess the implementation and administration of the evaluation systems that are in place and make any recommendations appropriate to enhance their effectiveness to their respective deans.

1988

Jacksonville State University
Policies Committee

Proposed Resolution on Allocation of Salary Increases

The Faculty Senate recommends that in the future at least fifty percent of any money available for salary increases be allocated to cost of living raises. Of the remaining money, merit raises should be allocated in categories “satisfactory,” “superior,” and “outstanding.”

1988

Jacksonville State University
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Proposed Resolution on Teaching Loads

In his report to the Senate in November of 1987, Vice-President Reaves addressed the issue of teaching loads for faculty with either nine or twelve month contracts and in a memorandum of December 9, 1987 to the Council of Academic Affairs Vice-President Reaves gave the workload expectation for all faculty, with the workload established at 30 semester hours for nine month faculty for the fall and spring, and 36 semester hours for twelve month faculty over the whole year, with no provisions made for a workload reduction for those who teach graduate level courses and no policy statement concerning those faculty who have individual students enrolled in independent study/research type courses.

The Faculty Senate recommends that the Council of Deans and the Vice President for Academic Affairs establish the goal of moving toward a maximum twenty-four semester hour teaching expectation as part of the workload as norm for all faculty in the fall and spring; and further, that attention be given to resolving questions which have arisen from the application of the guidelines in the December 9th resolution, such as workload reduction(s) for those who teach graduate level courses and some provision for counting the time spent in directing independent studies.

Jacksonville State University
Policies Committee

Proposed Resolution on Admission and Academic Standards

The Faculty Senate recommends that the appropriate Task Force committees, the Council of Deans, the VPAA (acting and future), and the President carefully reexamine Faculty Senate and Task Force resolutions and priorities concerning admission standards and that specific steps be outlined to establish higher academic standards.
