

MEMORANDUM

To: Board of Regents
From: Board Office
Subject: Establishment Clinical Track Faculty, University of Northern Iowa
Date: November 3, 2003

Recommended Action:

Approve the University of Northern Iowa's proposal to establish an institutional policy for appointment of clinical track faculty.

Executive Summary:

The University of Northern Iowa is requesting approval of an institutional policy concerning appointments of clinical track faculty.

Policy Goal and Parameters

The UNI policy would set parameters wherein UNI colleges may develop policies and procedures for hiring clinical faculty. The purpose of the policy is to establish renewable term faculty appointments for positions that require clinical teaching, supervision, or direction. The proposed policy holds that clinical faculty must devote significant portions of their University assigned time to teaching, advising, and mentoring students of the University at the undergraduate or graduate level.

Policy Development

The UNI Faculty Senate Committee on Clinical Titles initially developed the policy proposal. This committee included representation by United Faculty. During its study and development of the policy proposal, the Faculty Senate Committee on Clinical Titles consulted deans and reviewed documentation from Iowa State University, the University of Iowa, and institutions comparable to UNI.

Policy Review and Approval Process

United Faculty, Faculty Senate, and University administration have reviewed and approved the proposed policy. The Board Office has also reviewed the policy proposal and recommends it for Board approval. The Faculty Senate will review the policy within five years of its implementation.

Link to Strategic Plan:

The proposed policy relates to the approved elements of the Board of Regents' 2004-2009 Strategic Plan. In particular, the policy furthers achievement of the following strategic objectives:

- 1.1. Offer high-quality programs for undergraduate, graduate, professional, and non-degree students and special school students.
- 1.2. Attract and retain the best faculty and staff, consistent with institutional missions, to provide exceptional learning opportunities.
- 1.3. Enhance diverse communities of faculty, staff, and students to expand educational experiences and foster cultural understanding.

Proposal Attached

The UNI docket request and the proposed policy on clinical track faculty are attached to this memorandum.



Anthony Girardi

Approved: 

Gregory S. Nichols

DATE: October 21, 2003

TO: Board of Regents, State of Iowa

FROM: University of Northern Iowa

RE: Establishment of Clinical Track Faculty at the
University of Northern Iowa

The University of Northern Iowa desires to establish renewable term faculty appointments for positions that require clinical teaching, supervision, or direction. Clinical faculty would hold service positions through which they contribute to the service, teaching, and/or outreach missions of the University and hold rank at clinical instructor or clinical professor. Clinical faculty are non-voting, are not eligible for tenure, and may be salaried or non-salaried (volunteers). A policy setting parameters within which colleges can develop policies and procedures that permit the hiring of clinical faculty is attached as Attachment A.

The policy was initially developed by a Faculty Senate Committee on Clinical Titles and included representation by United Faculty. In its study of the proposal, the Committee recognized the need to determine current practices and potential future developments in the various academic components of the University of Northern Iowa. The Committee contacted the deans for information about clinical titles within their colleges. Likewise, the Committee examined relevant documents from the University of Iowa and Iowa State University as well as policies at some of UNI's comparable institutions.

Upon completion of its deliberations, the committee solicited comments and received approval from United Faculty, Faculty Senate, and University administration. The Faculty Senate will review the policy not later than five years following its implementation.

6.14 Clinical Track Faculty

Purpose:

To establish renewable term faculty appointments for positions that require clinical teaching, supervision or direction.

Preamble:

Consistent with the University's need to retain the flexibility to adjust its programs to meet the changing needs of students and society, non-tenure track clinical faculty may be appointed as provided below. This policy sets parameters within which individual colleges can, but are not required to, develop policies and procedures that permit the hiring of clinical faculty. Operationally the collegiate policy would amplify University policy and would be approved by the Provost.

Policy:

Clinical faculty must devote a significant portion of their University assigned time to teaching, advising, and mentoring students of the University at the undergraduate or graduate level. The use of clinical faculty largely to perform administrative functions with little or no teaching obligations is inconsistent with this policy. Similarly, it is inappropriate to use clinical track faculty largely to engage in research, scholarship, or artistic creations.

Definitions:

Clinical faculty hold service positions through which they contribute to service, teaching, and/or outreach missions of the University, and hold faculty rank at clinical instructor or clinical professor. Clinical faculty are non-voting and are not eligible for tenure.

Procedures:

1. Types of Appointments. As used herein, "clinical faculty" can hold one of two types of appointments within the University:
 - a. Salaried appointments. Clinical faculty may hold salaried positions as employees of the University of Northern Iowa. These faculty participate in faculty governance as defined by the college and Faculty Senate, receive usual faculty benefits, and undergo periodic reviews of their performance. Each college adopting a clinical track policy shall fix the percentage of its total salaried faculty that may hold clinical track appointments without limitation. However, any proposal made at any time to increase the percentage of clinical track appointments (computed in FTEs) within a college (including an initial proposal to create a clinical track) must obtain both the approval of a majority

of the tenured/tenure track faculty within the college and the approval of a majority of the clinical track faculty within the college by a referendum supervised by the Associate Provost. Any such proposal must also be approved by the Provost.

- b. Non-salaried appointments. Other clinical faculty may hold non-salaried positions with the University, but they are not considered employees of the University. These clinical faculty contribute in a material way to the University's mission, although their obligations are more limited in scope than salaried faculty. They do not participate in faculty governance and do not receive salary or benefits outside of nominal remunerations. However, recognizing their contributions with a "clinical faculty" designation denotes the importance of their teaching and service functions. There is no limit on the number of such non-salaried clinical faculty who can be appointed within individual colleges.
2. Terms of Appointments.
 - a. Salaried appointments. Salaried clinical faculty are searched for and appointed through recruitment processes also used to search for tenure-track faculty. Initial appointments for salaried clinical faculty are one to three years in duration. Faculty will be reviewed on a schedule commensurate with their appointments according to written standards of competence and performance defined by the College.
 - b. Non-salaried appointments. Non-salaried clinical faculty are appointed pursuant to procedures adopted by individual colleges and approved by the Office of the Provost.
 3. Qualifications for Specific Titles. The titles of clinical faculty shall be assigned as defined below, and in accordance with collegiate policies.
 - a. Clinical Instructor.
 - (1) Promise of ability in service, to include by not limited to clinical service.
 - (2) Promise of ability to contribute to teaching.
 - b. Clinical Professor.
 - (1) Terminal degree in own profession.
 - (2) Acknowledged record of service and teaching success.
 - (3) An established record of professional activity beyond clinical service, as defined by the college.
 - c. Demonstration of artistic or scholarly achievement shall not be a requirement for reappointment of any clinical track faculty.

4. Termination of Clinical Faculty.
Termination of salaried clinical faculty during the term of the appointment must be for failure to meet written standards of competence and performance established by the College and the University.

5. Collegiate Policies and Guidelines.
 - a. Every college that plans to offer salaried clinical faculty appointments must develop its own written policy statement, consistent with University policy, with respect to such appointments, subject to approval by its own faculty and by the Provost.
 - b. The resulting policy statement will provide detailed guidelines for every relevant item in this section on “Clinical Faculty.” In the development of a policy statement, the following elements should be addressed:
 - (1) Procedures for appointment.
 - (2) Criteria for appointment.
 - (3) Teaching. If the college defines “teaching” as training or instruction given to individuals or small groups while service is delivered, then that limited definition will apply to the evaluation of teaching in any scheduled review.
 - (4) Professional activity beyond clinical service.
 - (5) Clinical faculty participation in faculty governance as non-voting faculty members.

6. This policy shall be reviewed by the University Faculty Senate not later than five years following its implementation.

Faculty Senate 4/28/03
Cabinet 10/20/03