NEW FACULTY DEFINITIONS AND GOVERNANCE STRUCTURES

FOR GEORGIA TECH

Second Reading

Statutes Subcommittee on Faculty Definition

General Faculty

April 22, 2014
PROBLEM TO BE SOLVED

• General Faculty
  – Not widely understood within academia at other institutions
  – Job titles were added that were not traditional faculty (motivated by benefits)

• Proposal:
  – To retire the term “General Faculty”
  – Replace it with two widely accepted faculty categories
  – Advocate for expanded opportunities to have a voice in campus affairs
The Executive Board chartered and charged an ad hoc subcommittee of the Statutes Committee to

- Develop and refine a plan for revised definition of faculty categories for Georgia Tech based on the Provost’s Task Force study and recommendations

- Recommend changes to the Faculty Handbook to accomplish the revised definition developed and its implications for faculty governance.
• Provost’s Task Force
• Executive Board
• Subcommittee on Faculty Definition
  – Faculty Definitions Refined
    • Academic Faculty
    • Research Faculty
  – Reviewed individual job titles for match
  – Faculty Governance updated
  – Information Sessions and Town Halls
  – Advocate for Staff & Post Doc Representation
  – Draft 2014 Faculty Handbook website
• Faculty approval for first reading on February 18th
SUBCOMMITTEE MEMBERS

- Jeanne Balsam, chair, Statutes Committee - GTRI
- Ron Bohlander – Secretary of the Faculty, GTRI
- Bryan Church – Professor, Scheller College of Business
- Susan Cozzens – Vice Provost for Graduate Education and Faculty Affairs
- Chris Downing – Enterprise Innovation Institute
- Robert Kirkman – Associate Professor, Public Policy
- Scott Morris – Associate VP, Human Resources
- Rick Neu – Mechanical Engineering Professor and MPRL Director
- John Stein – Dean of Students
- Cam Tyson – Academic Professional, Chemistry & Biochemistry
- Kevin Wozniak – Georgia Tech Research Corporation
- Nazia Zakir – Radiation Safety Officer, Environmental Health & Safety
**Definition:** Academic Faculty of Georgia Tech is defined as those for whom an essential part of their job responsibility is enhancing, leading, developing, and delivering undergraduate, graduate, and professional degree programs. It is understood that Academic Faculty members are also often significantly involved in leading, developing, and delivering research programs. Membership in the Academic Faculty shall be determined solely on the basis of the position held within the Institute. Titles included shall be consistent with Board of Regents policies for faculty membership and limited to positions with direct involvement in meeting student academic needs.
• Professor (Assistant, Associate, Full, Regents)*
• Professor of the Practice
• Academic Professional (incl. Associate, Senior)
• Archivist I, II, III, IV*
• Librarian I, II, III, IV*
• Lecturer and Senior Lecturer*
• Instructor*

*Required by Board of Regents. The others are permitted.
ACADEMIC FACULTY TITLE LIST #2

- President*
- Provost and Executive VP for Academic Affairs
- Vice Provost
- Executive VP for Research
- Executive VP for Administration & Finance (CFO)*
- Dean (Academic)*
- Dean of the Libraries*
- Dean of Students*
- School Chair
- Registrar*

* Required by Board of Regents. The others are permitted.
Definition: The Research Faculty of Georgia Tech is defined as those whose primary job responsibility involves leading, developing, and delivering the research, extension, and technology transfer programs of the Institute. Membership in the Research Faculty shall be determined solely on the basis of the position held within the Institute. Titles included shall be consistent with Board of Regents policies for faculty membership.
• Regents Researcher
• Research Associate I, II, Senior, Principal
• Research Engineer I, II, Senior, Principal
• Research Scientist I, II, Senior, Principal
• Research Technologist I, II, Senior, Principal
• Extension Professional I, II, Senior, Principal
  (proposed new)
• President*
• Provost and Executive VP for Academic Affairs
• Executive VP for Administration & Finance (CFO)*
• Executive VP - Research
• Director – Research (as used for GTRI Lab Directors)

* Required by Board of Regents. The others are permitted.
A list of titles included in the membership of the Academic Faculty and Research Faculty shall be maintained by the President’s Office and posted on a website accessible to the Georgia Tech community. Corrections, additions, or deletions from this list shall only be made with the approval of the Faculty Executive Board and the President.

Persons affected by such a change shall be notified. Deletion of particular titles from a list of faculty titles may be appealed to the Faculty Executive Board within 60 days of notification of an affected faculty member and a hearing requested. Such appeals will only address the status of particular titles. Questions about the titles held by individuals and their faculty status should be addressed to their unit and the Office of Human Resources. If there are persons who no longer have Faculty status after a change in the lists of Faculty titles, those persons shall remain entitled to rates of leave accrual available to them in their prior status.
INSTITUTE POLICY:
DEFINITION OF ADMINISTRATIVE OFFICERS

• Administrative Officers – officials of the Institute with decision-making authority and responsibility across the entire Institute.
• Appointed and serve at the pleasure of the President.
• Authority for this given by the Board of Regents.
• Can be designated as members of the Faculty in accordance with our Statutes, but not automatic.
• List of those designated as faculty reviewed annually in consultation with Faculty Executive Board.
Some Administrative Officers appointed by the President with the approval of the Board of Regents shall be designated as members of the Academic Faculty or Research Faculty at the time of appointment (Board of Regents Policy Manual 3.2.1.2).

The Academic Faculty will include the following Administrative Officers of the Institute: the president, the administrative and academic deans, registrar, librarian and chief fiscal officer (Board of Regents Policy Manual 3.2.1.3).

The President may designate other full-time Administrative Officers as ex-officio members of the Academic Faculty or Research Faculty in consultation with the Faculty Executive Board (Board of Regents Policy Manual 3.2.1.3). Administrative Officers may be designated as voting members of the Academic Faculty or Research Faculty with approval of the Faculty Executive Board; otherwise, the position shall be non-voting.

When a person is first appointed to a position in the Academic Faculty or Research Faculty and later accepts a role as an Administrative Officer, that person may participate in faculty governance as a member of the Faculty body corresponding to either title. Such a person will be subject to restrictions on administrators serving on Standing Committees or the Faculty Executive Board as laid out in Sections 2.1 and 2.6.
TRANSITION PROMISE

• Anyone currently designated General Faculty whose title is being reclassified to something other than faculty:
  – Will continue to receive their current rates of leave accrual.
  – If elected to a Faculty Standing Committee now, will complete their term of office.
PARTICIPATION IN FACULTY GOVERNANCE

• For faculty governance, tradition is to involve
  – Those in long term appointments and
  – Those spending at least 0.75 FTE.
  – Long range decisions can be taken for GT’s benefit.
  – This is not new. It is built into today’s definition of General Faculty

• Going forward
  – We follow the same focus in proposed *Faculty Handbook*
  – But we also will work to acknowledge and support the important contributions made by people with short term appointments.
PARTICIPATION RULES

• Personnel with titles designated as Temporary or Visiting, or having other limited term appointments, will not be eligible to participate in faculty governance.

• Persons holding only adjunct appointments or other honorary titles shall not be considered to be members of the faculty [per Board of Regents Policy Manual 3.2.1.1].

• Only persons serving at least 0.75 full-time equivalent (FTE) in eligible positions shall qualify to participate in faculty governance, unless otherwise approved by the Faculty Executive Board or specified by the Statutes. Individuals who would otherwise fall into this category but are temporarily employed less than 0.75 FTE or on leave of absence would be suspended from participation in faculty governance for the duration of that situation.
• Campus constituents need voice in campus affairs
• Staff Advisory Council
  – A steering committee has developed a proposal for a representative body for staff
• Postdoctoral Association
  – Representative body being developed
• Recommend a new standing committee that will address needs of Postdocs and Visiting Faculty
  – Begin with a task force
  – Address *Faculty Handbook* changes later
• *Faculty Handbook* modifications needed to remove General Faculty and modify faculty governance process

• Establish
  – Academic Faculty
  – Academic Faculty Senate
  – Research Faculty
  – Research Faculty Senate
  – Faculty Executive Board (including delegates from the Staff Council & students)
  – Combinations
    • Faculty = combination of Academic Faculty + Research Faculty
    • Faculty Senate = Academic Faculty Senate + Research Faculty Senate
  – Standing Committees
    • Of Faculty
    • Of Academic Faculty

• Flexibility needed in building collaboration between Faculty and Staff
THE SENATES

• Academic Faculty Senate
  – Remains similar to current Academic Faculty Senate
  – But the definition of Academic Faculty is expanded

• Research Faculty Senate
  – Allows for better representation from Research Faculty working in Academic Units
  – But limited occasions for this Senate to meet by itself

• Faculty Senate
  – This is the sum of the above two senates
  – It would be the representative body designated to address research policies and others of interest to all Faculty.
FACULTY EXECUTIVE BOARD

• Same purpose: to coordinate faculty governance
• Size similar to the present
• Elect from Academic Faculty Senate
  – Elect 1 member per 150 in each Unit (rounded)
  – Cap: No more than 4 members from each Unit
  – Each college allowed at least one member
• Elect from Research Faculty Senate
  – Elect 1 member per 150 in each Unit (rounded)
  – Cap: No more than 4 members from each Unit
  – May aggregate units for elected representation
• Added Executive VP of Research
• Quorum: Majority of its elected members
MAPPING STANDING COMMITTEES
IF ONLY MINIMAL CHANGE FROM TODAY’S COMMITTEES

• Faculty
  – Faculty Benefits Committee *
  – Faculty Honors Committee
  – Faculty Status and Grievance Committee
  – Statutes Committee
  – Faculty Services Committee
  – Welfare & Security Committee *
  * Functions may some day transition to joint committees with staff

• Academic Faculty
  – Institute Undergraduate Curriculum Committee
  – Institute Graduate Curriculum Committee
  – Student Regulations Committee
  – Student Academic and Financial Affairs Committee
  – Student Activities Committee
  – Student Grievance and Appeal Committee
  – Student Honor Committee
  – Student Computer Ownership Committee
  – Academic Integrity Committee
• Renamed:
  – Academic Services > Faculty Services

• Other changes:
  – Some committees have specific minimum representation required from tenure-track faculty
  – Executive Board will address other changes in makeup or duties later

• Provision for possible future joint standing committees with Staff Council
  – Context covered in next slide
COLLABORATION WITH NEW STAFF COUNCIL

- Staff Council will be forming soon
- Probably about the same size as the Faculty Executive Board
- Faculty Executive Board to take lead on behalf of the Faculty for collaboration in establishing possibilities of
  - Joint meetings of the Faculty Executive Board and Staff Council
  - Joint Standing Committees (such as Benefits and Welfare & Security or similar)
    - Maintain existing Standing Committees until that is possible.
  - See following sections of Draft 2014 Faculty Handbook
    - 2.5.3 Combined Meetings of the Faculty Executive Board and the Georgia Tech Staff Council
    - 2.6 Standing Committees
    - 2.6.1 Faculty Benefits Committee
    - 2.6.6 Welfare & Security Committee
Information meetings

- Athletic Department
- Development Office
- Finance & Administration
- GTPE
- GTRI
- GTRC & OSP
- Health Services
- Legal Affairs
- OHR
- Student Affairs
- Postdocs
- Academic Professional

Town Halls – November 6th and 14th
• http://dev2014facultyhandbook.gatech.edu/faculty_handbook
• Opportunity to review the proposed Handbook
• Link to active Dec 2013 Faculty Handbook
• Background information
• FAQs
• Feedback button
• Changes
  – Highlighted in gray
  – If needed, footnotes for explanation
IMPLEMENTATION

• Changes will be effective July 1, 2014 – if approved today
• HR will send notice to any who no longer have faculty status
• Appeals to Secretary of the Faculty
• For any new titles defined and implemented in GT System:
  – If an employee is qualified, then employee and supervisor make request for reclassification
• Elections
  – Make sure GT databases are updated, then
  – Hold elections at appropriate time:
    • Academic Faculty Senate
    • Research Faculty Senate
    • Faculty Executive Board
    • Standing Committees
OTHER STEPS AHEAD

• Standing Committees
  – Exec. Bd. review/update membership and duties
  – Establish Task Force on Post Docs & Visiting Faculty

• Coordination with Staff Council
MOTION

Move that the proposed changes in the Faculty Handbook be approved with this second reading held in accordance with Georgia Tech’s Statutes, and that the changes be effective July 1, 2014.
QUESTIONS