

University of Utah

Legislative History of

University Rule 6-310 (IDTP) Revision 3.

As approved by the Academic Senate, April 3, 2017, to take effect April 3, 2017.

Prepared by Bob Flores, Senate Policy Liaison, for the Institutional Policy Committee

Note: the purpose and effect of this revision was to change the membership of the University Interdisciplinary Teaching Programs Faculty Appointments Advisory Committee.

Contents:

1. Explanatory Memorandum (from Assoc. V.P. Amy Wildermuth, to Sr. V.P. Ruth Watkins), dated February 24, 2017.
2. Rule 6-310 (IDTP) Revision 3. Redline version

Senate Executive Committee March 20, 2017

Approved: Ruth Watkins, Senior Vice President for Academic Affairs:



Memorandum

To: Ruth Watkins, Senior Vice President for Academic Affairs

From: Amy Wildermuth, Associate Vice President for Faculty

Date: February 24, 2017

Subject: Proposal to revise University Rule 6-310 (IDTP) to change membership of UITP Committee.

Introduction:

This is a proposal to change the membership structure of the University Interdisciplinary Teaching Programs Faculty Appointments Advisory Committee (“UITP Committee”)—by revising the description of the committee within Rule 6-310 (IDTP).

The Qualified Interdisciplinary Teaching Program concept was initially established through the enactment of Rule 6-310 (IDTP) in 2010. Under the Rule, academic teaching units which are interdisciplinary such that they do not appropriately fit into a traditional academic department structure, and which otherwise meet the qualifying criteria, are designated as QIDT Programs and authorized to become the appointing unit for Lecturer faculty positions. The Rule establishes a rigorous set of requirements, sets up a structure of internal committees within each such Program, and establishes the University-level UITP Committee as a body to review and oversee implementation of the rigorous requirements for those Programs.

The set of Teaching Programs encompassed in this concept has changed over time. There were originally five. Two of the original five remain active and making important contributions to the University currently --- Honors, and the LEAP Program. Three of the original five units subsequently developed to the point that they were approved to be restructured as academic departments/divisions, including the University Writing Program (made an academic department in the College of Humanities in 2014-2015), and then the Ethnic Studies and Gender Studies

Programs (reconfigured as academic divisions of the new School for Cultural and Social Transformation in 2016-2017). And two other units have by revising of Rule 6-310 been newly included as part of the QIDTP system as of 2014-2015--- The Entertainment Arts and Engineering Program, and the Environmental and Sustainability Studies Program.

The UITP Committee has been steadily carrying out its important functions for the QIDTP system since 2010. However, with experience it has become evident that an adjustment of the membership structure would improve the effectiveness of the Committee. As originally framed (and specified in the existing version of Rule 6-310), the Committee has had a total of nine faculty members--- all nine being tenure-line faculty. Two have been tenure-line faculty with a close affiliation with one of the QIDTP Programs, which resulted in them having to be recused from deliberations about that Program, and seven have been tenure-line faculty not closely affiliated with any of the QIDTP Programs. The Rule has had no provision for including any career-line faculty members on the Committee.

In the years since the 2010 enactment of the original Rule and establishment of the Committee, the University has implemented many significant changes for integrating career-line faculty members into shared-governance roles, including elected positions in the Academic Senate and the system of Senate standing committees, and appointed positions in other University-level committees. A Senate Task Force on career-line faculty has delivered to the Senate a major report with findings and recommendations for further integrating career-line faculty into roles in college councils and college-level committees, and department-level committees.

After exploring various options for populating this committee and considering how career-line faculty members are reviewed in other units, we believe it is appropriate to integrate career-line members into service on the UITP Committee. This proposal is to continue with a total of *nine* faculty members of the Committee, six tenure-line members and three career-line members. These newly added career-line members would *not* be directly affiliated with any of the QIDTP Programs that the Committee oversees and therefore would not have to be recused from Committee deliberations about candidates from those Programs.

The Career-line members are expected to bring important perspectives and insights and otherwise make valuable contributions to the work of the Committee. With their added contributions, the Committee will continue with its original primary functions of (i) considering and making recommendations regarding individual appointments/ reappointments/ promotions of Lecturer faculty in the Programs, and (ii) approving the contents of written “Statements” which establish the criteria, standards, and procedures by which the Lecturer faculty members are appointed/ reappointed/ promoted in each of the Programs (doing so with guidance from the Senate Faculty Review Standards Committee).

Other minor clarifying revisions are proposed for the Rule and all changes are marked clearly on the attached version of the Rule.

This proposal has been discussed with current members of the UITP Committee. With your approval, it will be submitted to the Academic Senate Executive Committee for action by the Senate.

Further information about the history of the QIDTP system and work of the Committee may be seen in these documents:

http://regulations.utah.edu/academics/revisions_6/Leg%20History%20Rev%2021-%20Policy%206303%20Policy%206-310%20and%20Rule%206-310.pdf

http://regulations.utah.edu/academics/appendices_6/6-310.R1_3-09-10_legislativehistory.pdf

http://regulations.utah.edu/academics/appendices_6/Legis%20History%20Rule%206-310Rev1.pdf

For additional information about the Committee and this proposal, please contact my office: Amy Wildermuth, AVP for Faculty (amy.wildermuth@utah.edu, 801-581-8763).

{2017-02-24 to Sr VP}

University Rule 6-310(IDTP). Revision ~~2~~ 3

Subject: Appointment, Reappointment and Evaluation of Lecturer Faculty and Other Non-Faculty Instructional Personnel in Qualified Interdisciplinary Teaching Programs.

Effective Date: ~~July 1, 2014~~ April 3, 2017

~~See Revision 1 for information prior to that date.~~

~~(Note: Ending the status of the University Writing Program as a Qualified Interdisciplinary Teaching Program, accomplished by deleting its name from the list within this Rule, is to take effect upon completion of all steps for that academic unit to transition into the status of an academic department, as has been approved by the Academic Senate and Board of Trustees. The office of the Senior Vice President for Academic Affairs will give notice when those steps are completed.)~~

I. Purpose and Scope.

Purpose: To implement University [Policy 6-310](#) and [Policy 6-302](#) with respect to certain specified academic units designated here as qualified Interdisciplinary Teaching Programs. To establish a University Interdisciplinary Teaching Programs Faculty Appointments Advisory Committee. To augment Policies 6-310 and 6-302 by further specifying procedures for appointments, evaluations, and reappointments (including reappointments with promotion) of Lecturer faculty within the designated qualified Interdisciplinary Teaching Programs.

II. Definitions.

The definitions provided in [Policy 6-310](#) apply for purposes of this Rule.

III. Rule.

A. Designation of Qualified Interdisciplinary Teaching Programs.

1. The academic units of the University listed in section III-A-2 are hereby designated as Qualified Interdisciplinary Teaching Programs (“QIDT Programs”), which pursuant to Policy 6-310 and this Rule have the limited authority to make appointments of faculty in the category of Lecturer for individuals whose primary responsibilities are the teaching of courses offered through such programs.
2. Qualified Interdisciplinary Teaching Programs are:
~~The Ethnic Studies Program~~
~~The Gender Studies Program~~
 - The LEAP Program
 - The Entertainment Arts and Engineering Program
 - The Environmental and Sustainability Studies Program
 - The Honors College (formerly known as the Honors Program).
3. Criteria. This designation is made based on the following significant characteristics of these programs:

- a. Interdisciplinarity of subject matter.
- b. Teaching as one of the primary functions, and with established expertise in offering multiple courses (particularly including credit-bearing courses for the undergraduate curriculum) significant to the overall teaching mission of the University.
- c. Not administratively housed within any academic department and not otherwise authorized to make appointments of faculty of any category.
- d. Established internal governance structures suited to providing faculty-peer input and internal administrator input for making recommendations regarding appointments, periodic evaluations, and reappointments of Lecturer faculty candidates.

B. Establishment and functions of University Interdisciplinary Teaching Programs Faculty Appointments Advisory Committee.

1. The University Interdisciplinary Teaching Programs Faculty Appointments Advisory Committee (“UITP Committee”) is established. The membership and leadership shall be as follows:

The Committee will be composed of nine members drawn from University faculty. ~~Seven~~ Six of those shall be Tenure-line (Tenured/or Tenure-track) faculty members drawn from the faculty of the academic colleges which offer undergraduate degrees, with no more than one of the ~~seven~~ six from any one college. The other three members shall be Career-line faculty members who are not affiliated with a QIDT Program. No more than one of those three shall be from any one college. It is possible for Tenure-line members and Career-line members of the Committee to be from the same college. ~~The eighth and ninth members shall be Tenure-line faculty members who are in some capacity affiliated with one of the QIDT programs. These two members may have their tenure-line appointments in any college (including the same as one of the other seven members). The eighth and ninth members and any others who are affiliated with one of the QIDT programs are prohibited from voting on (but may participate in discussions regarding) internal rules and individual appointments from the QIDT program with which they are affiliated.~~

For its first year of operation, the Committee members shall be appointed by the President of the University, with three members appointed for a one-year term, three for a two-year term, and three for a three-year term (so that subsequent membership changes will be staggered). For subsequent years, new members shall be

nominated by the Senate Personnel and Elections Committee and appointed by the President, and all new members shall be appointed for three-year terms. Vacancies due to early resignation shall be filled by nomination of the UITP Committee's chairperson with majority approval of the remaining members of the Committee, to complete the resigning member's term.

~~The Senior Vice President for Academic Affairs shall appoint the non-voting chairperson (ordinarily the Associate Vice President of Faculty) of Interdisciplinary Studies. The Associate Vice President for Faculty, or designee, shall serve as a non-voting, ex officio member of the committee.~~

2. The UITP Committee shall have the functions described in Parts III-C, D and E of approving the internal rules of each of the QIDT Programs for faculty appointments, evaluations, and reappointments, making recommendations to the Senior Vice President regarding individual appointments and reappointments of Lecturer faculty within the QIDT Programs, and approving the rules of each QIDT Program for evaluation of non-faculty instructional personnel.
- C. Statements of rules with procedures, criteria, and standards for appointments, evaluations, and reappointments (including reappointments with promotion) of Lecturer faculty by QIDT Programs.
1. Each QIDT Program shall develop a Statement of rules with procedures, criteria, and standards for initial appointment, periodic evaluation, and reappointment (including reappointment with promotion) of Lecturer faculty. Such criteria and standards shall be suitable for the expected teaching role of the candidate within the overall teaching mission of the Program, and shall be consistent with the University's commitment to excellence. The Statement shall to the extent appropriate for the particular Program be consistent with the principles described in Policy 6-310 and with the guidance materials and revision schedules developed by the Senate Faculty Review Standards Committee under that Policy for Statement contents for other types of academic units (including descriptions of rights and responsibilities of Career-line faculty members).
 2. Such Statements of Rules shall be approved by the primary administrator of the Program, and a committee of faculty affiliated with the Program, and shall be subject to approval by the UITP Committee.
 3. The procedures described in each Statement for appointments, evaluations, and reappointments (including reappointments with promotion), shall not be inconsistent with the procedures generally described for Career-line (particularly Lecturer) faculty appointments in [Policy 6-302](#) (with adaptation for variations in structure), and may draw generally upon the principles for conducting evaluative reviews of Tenure-line faculty described in [Policy 6-303](#).

The procedures shall include the following.

- a. Each Program shall establish an internal committee of faculty affiliated with the Program to serve as a Program Faculty Appointments Advisory Committee ("Program Advisory Committee"). That Program

Advisory Committee, by majority vote, shall prepare a recommendation as to each candidate considered for initial appointment or reappointment (including reappointment with promotion in rank). That Committee may allow for non-voting participation in its deliberations by non-faculty personnel affiliated with the Program (if so described in the Statement). For purposes of its deliberations, that Committee shall be provided with sufficient information about the qualifications of the candidate---including competence in teaching.

- b. The primary administrator of each Program shall review the recommendation prepared by the Program Advisory Committee, and shall independently prepare a recommendation, as to each candidate considered for appointment or reappointment.
 - c. As appropriate for the circumstances of a particular Program, provision may be made for a recommendation to be prepared by any other administrator with oversight responsibilities for the Program.
4. The Statement of rules of each Program shall include a schedule for conducting periodic evaluations of all faculty holding Lecturer appointments in the Program pursuant to this Rule. That schedule shall include annual reviews of all Lecturers, and more thorough reviews to be conducted no less frequently than every five years for long-term Lecturers, consistent with Policy 6-310. That schedule ordinarily will coordinate the evaluation review process with the process of considering candidates for reappointment (including reappointment with promotion in rank).
- D. Review and recommendations of Lecturer appointments/ reappointments by the University Interdisciplinary Teaching Programs Faculty Appointments Advisory Committee.

For each candidate considered for initial appointment or reappointment (including reappointment with promotion in rank) by a QIDT Program, the recommendations from the Program Advisory Committee and the recommendation(s) from the relevant administrator(s) shall be forwarded to the UITP Committee. The UITP Committee may require all or part of the record regarding the candidate to be delivered to the Committee for its deliberations. At the request of either a QIDT Program representative or any Committee member, the Committee shall invite a representative of the Program to meet with Committee members to discuss recommendations regarding any candidate or group of candidates. The UITP Committee by majority vote shall produce a recommendation regarding appointment or reappointment, and shall forward that recommendation, along with the recommendations from the Program and relevant administrators, to the cognizant senior vice president (for further processing as described in [Policy 6-302](#) for all faculty appointments).

- E. Evaluations of non-faculty instructional personnel.

Each QIDT Program shall develop a Statement of rules describing procedures, criteria, and standards for initial employment, reemployment, and periodic evaluations of non-faculty instructional personnel (as defined in [Policy 6-310](#)) who perform teaching activities in the Program. This Statement shall be subject to approval by the UITP Committee, and may be joined with the Program's Statement of rules regarding Lecturer faculty.

- F. Guidance from the Senate Faculty Review Standards Committee.

The Senate Faculty Review Standards Committee, as primary delegee of the Academic Senate authority under Policy 6-002 and Policy 6-310, may in consultation with the cognizant vice president provide guidance for development, periodic updating, and approval of the Statements regarding Lecturer faculty (Part III-C) and the Statements

regarding non-faculty instructional personnel (Part III-E) governed by this Rule, and for future revisions of this Rule.

[Note: Parts IV-VII of this Regulation (and all other University Regulations) are Regulations Resource Information – the contents of which are not approved by the Academic Senate or Board of Trustees, and are to be updated from time to time as determined appropriate by the cognizant Policy Officer and the Institutional Policy Committee, as per Policy 1-001 and Rule 1-001.]

IV. Policies, Procedures, Guidelines, forms and other related resources

- A. Policies
 - Policy [6-310](#) Reviews of Career-line, Adjunct, and Visiting Faculty Members, and Other Instructional Personnel (Standards and Procedures).
 - Policy [6-302](#) Appointments of Faculty.
 - Policy [6-303](#) Reviews of Tenure-Line Faculty Members (RPT Criteria, Standards and Procedures).
 - Policy [6-300](#) The University Faculty -- Categories and Ranks.
- B. Procedures [reserved]
- C. Guidelines [reserved]
- D. Forms [reserved]
- E. Other related resources [reserved]

V. References [reserved]

VI. Contacts:

The designated contact officials for this Policy are:

- A. Policy Officer: Sr. Vice President for Academic Affairs
- B. Policy Owner: (primary contact person for questions and advice)Academic Affairs--Associate Vice President for Faculty

These officials are designated by the University President or delegee, with assistance of the Institutional Policy Committee, to have the following roles and authority, as provided in University Rule 1-001:

"A 'Policy Officer' will be assigned by the President for each University Policy, and will typically be someone at the executive level of the University (i.e., the President and his/her Cabinet Officers). The assigned Policy Officer is authorized to allow exceptions to the Policy in appropriate cases... ."

"The Policy Officer will identify an "Owner" for each Policy. The Policy Owner is an expert on the Policy topic who may respond to questions about, and provide interpretation of the Policy; and will typically be someone reporting to an executive level position (as defined above), but may be any other person to whom the President or a Vice President has delegated such authority for a specified area of University operations. The Owner has primary responsibility for maintaining the relevant portions of the Regulations Library... [and] bears the responsibility for determining which reference materials are helpful in understanding the meaning and requirements of particular Policies... ." University Rule 1-001-III-B & E

VII. History:

- A. Current version: **Revision 3**
 - Approved by the Academic Senate: **[date pending]**
 - Background information for Revision 3: {[link to history file](#)}
- B. Earlier Versions
 - Revision 2 {[link to Rev 2](#)}: effective dates June 30, 2014 to **[date pending]**
 - Approved by the Academic Senate: 5/7/2014

Presented for the information of the Board of Trustees: June 10, 2014.

[Background](#) information for Revision 2

[Revision 1](#): effective dates July 1, 2013 to June 30, 2014.

Approved by the Academic Senate: May 6, 2013.

[Background](#) information for Revision 1

[Revision 0](#): effective dates March 9, 2010 to June 30, 2013

Approved by the Academic Senate: March 1, 2010.

Presented for the information of the Board of Trustees: March 9, 2010.

[Background](#) information for Revision 0.