

Resolved that the Faculty Senate accept the new proposed policy on application procedures for early promotion from the University Promotions Committee for approval in terms of content and location in the Faculty Handbook.

*See separate proposed policy and suggested location in the current Faculty Handbook/Chapter 2.

Meeting was adjourned at 5:15 pm

David Keifer, Secretary
Written 05/08/2024

Approved September 9, 2024.

To: Salisbury University Faculty Senators From: Faculty Welfare Committee (FWC)

Date: 4/16/2024

Re: Overload pay, Chair compensation, Graduate Assistantships, and Program Director compensation.

A faculty senate motion approved on March 23, 2023 charged that the Faculty Welfare

Chair Compensation: The FWC reached out to former Associate Provost Rich Wilkens and current Associate Provost Jessica Clark to obtain information about a chair compensation study that had been completed in 2019 by Associate Provost Wilkens, which studied chair compensation at different USM institutions, as well as ideas created by a 2018 Faculty Learning Committee (FLC) specifically for department chairs. We reviewed this data and the recommendations that were put forth by Associate Provost Wilkens and Provost Olmstead.

In the study by Associate Provost Wilkens, he suggested four ways to modify how chair compensation was calculated. Provost Olmstead approved of these four modifications, and we have found that two of the four items have already been implemented. The first modification was to increase the base compensation for chairs regardless of department size (was increased to \$5,257 in 2018 or 2019). The second modification was to include adjustments for the number

[Graduate Assistantships](#): One of the FWC members is also on Graduate Student Council and discussed with them their thoughts on graduate assistantships.

[Program Director Compensation](#): The FWC reviewed the different types of director positions on campus, and what information we could obtain about these positions. We also received some information from the Graduate Council on program directors. In addition, we also received information from a former program director about changes they believe should be made.

Recommendations

[Overload Pay](#): It seems wrong and is inequitable that someone teaching a class on overload during the fall/spring semester would receive less for teaching this class than during the summer/winter semesters.

We recommend increasing overload pay to match what is paid during summer/winter semester. We feel that this is the equitable thing to do. The FWC hoped to obtain data that would give us an idea of the monetary value of this proposed change. We were unable to get this data, and thus cannot give a number to the Faculty Senate on how much this recommendation would cost.

If there is opposition to linking overload pay to the number of students in each overload section of a course (similar to what summer/winter compensation does), we suggest that the

as part of the chair compensation. As such, the chair compensation should be calculated as before and paid entirely on a contractual basis with the return-to-base being in addition to the chair stipend. This policy should stipulate that the return-to-base policy should only be allowed for the first two 3-year terms (if an individual is chair for more than 6 years) but individuals will continue to receive the full value of the chair stipend for as long as they serve as chair. We recommend that this be implemented by the Fall 2024 semester.

The FWC believes that this policy change would increase equity as the current policy is punitive for chairs who occupy the position for more than 3 years. This policy change would cost the University ~\$25,000 (2019 numbers).

We would like to add a third recommendation, based on the 2019 study.

- 3) The base chair salary, along with the amount paid for SCH and FTEF, should be increased proportionally if Merit or COLA pay are given to faculty at SU.

We would also like to make two other recommendations, based on the 2018 Chairs FLC.

- 4) We recommend that a methodology of calculating a chair's teaching download be created for Salisbury University. The Deans/School directors can have some latitude in this, but there should be a transparent method to calculate the teaching download for chairs that the Dean/School director can then use as a starting point to make the final decision. We recommend that this be completed by the Fall 2025 semester.

- 5) We recommend that the Faculty Senate work with the Provost's office to create a way to recognize chair service toward promotion to full professor.

completed, we recommend that a consistent policy on how to calculate the stipends for the program directors be developed and implemented. For program directors who are overseeing an entire department (similar to an academic chair), a policy should be considered where part of the director's stipend is returned to their base salary.

Closing Thoughts

With regard to overload and chair compensation, we have reviewed and discussed these items and feel that these items should be acted on quickly by the Faculty Senate. We feel that for Graduate Assistantships and Program Director compensation, we simply don't have enough data to make substantive recommendations at this time, and thus our recommendation is for studies to be completed regarding these issues.

Faculty Welfare Committee

Ani Mathers, Christina Camillo, Echo Leaver, Douglas Dewitt, Matt Bailey (Chair)

Full-Time Non-Tenure Track (FTNTT) Faculty Ad Hoc Committee Report

Committee Members: Jon Andes, Jocelyn Bunting (Co-Chair), Mary

4. **Continued research regarding PIN lines:**

Due to the lack of clarification from the HR Director for USM, individual USM institutions were contacted for research regarding PIN lines. Specifically, the schools were asked: 1. If they have PIN lines for FTNTT faculty? and 2. When are FTNTT faculty eligible for retirement?

5. **Results of research regarding PIN lines:**

The results were that very few schools differentiate between PIN lines and non-PIN lines for FTNTT faculty. The 3 schools that currently use PIN lines are: Salisbury, University of Baltimore, and University of Maryland Global Campus. It was also noted that UBalt and UMGC have PIN lines, but all faculty receive a PIN line when hired. Salisbury is the only institution that uses PIN lines where FTNTT faculty are not eligible for a PIN until year 6, and only if a PIN line is available.

It was also discovered that there is a vast difference among the schools regarding retirement for FTNTT faculty. However, **most USMs have FTNTT faculty eligible for retirement on the date of hire.** This includes: Towson, UBalt, UMB, UMBC, UMCP, UMES, UMGC, UMCES, and USMG.

It should be noted that 2 of the most rural schools- Frostburg and Salisbury have the worst retirement eligibility for FTNTT faculty. *At SU, FTNTT faculty must wait until year 6 for a PIN and if a PIN isn't available then their salary is increased by 7.25%. While there is an increase in salary commensurate with retirement contributions, healthcare, prescription, and dental subsidies are not the same. FTNTT faculty without a PIN pay more for these coverages than FTNTT faculty with a PIN. Also, without a PIN, FTNTT faculty are not accruing any time toward healthcare retirement benefits.*

Similarly at Frostburg, at year 6, FTNTT faculty are given a 7.25% salary increase, but they also do not get the same subsidies- only 75% is covered for health, prescription versus 80% for other employees. Also, FTNTT faculty must pay the full amount for dental coverage. Unlike SU, Frostburg FTNTT faculty are never eligible for retirement.

It's important to note that Frostburg advertises FTNTT faculty positions with "limited benefits" in the job posting. The Benefits specialist also has a summary sheet that details these limited benefits that the departments pass along to candidates. The Benefits Specialist explains this to employees and they receive a copy of the policy. This does not currently occur at Salisbury University.

The attached Excel spreadsheet shows the following data: 0 0 1 294.89 225.77 Tm0 g0 G(pa)4(ss)TJETQq0.0001 48

2. Including FTNTT faculty as part of the Regular Payroll System (RG) with associated benefits such as being eligible for payroll deduction for health benefits and retirement plans (SRPS and ORP) on the employee's start date.
3. Improving equity and inclusion for FTNTT faculty by recognizing FTNTT faculty promotions during the Provost's Welcome Meeting in August

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FTNTT Faculty Senate Ad-Hoc Committee 4.9.24

Full-Time, Non-Tenure Track Instructional Faculty Ranks (see [Chapter 2 Faculty Ranks and Criteria, Section C Faculty Ranks](#))

Assistant Instructor: The appointee should be competent to fill a specific position in an acceptable manner but is not required to meet all the requirements for an Instructor. Appointment to this rank requires at least the appropriate baccalaureate degree.

Lecturer: This title may be used for appointment at any salary and experience level of persons who are competent to fill a specific position but who are not intended to be considered for professorial appointment. Appointments to this rank shall be for terms not to exceed three years and are renewable.

Senior Lecturer: In addition to having the qualifications of a Lecturer, the appointee shall have completed at least six years as a Lecturer (or in a rank at another institution of higher education that is accepted as comparable to Lecturer), and shall have established a record of teaching excellence and a record of service. Fewer than six years of experience may qualify one for this rank if approved by the President or designee. Appointments to this rank shall be for terms not to exceed five years and are renewable.

Professor of Practice: This title may be used to appoint individuals who have demonstrated excellence in the practice as well as leadership in specific fields. The appointee shall have attained regional and national prominence and, when appropriate, international recognition of outstanding achievement. Additionally, the appointee shall have demonstrated superior teaching ability appropriate to assigned responsibilities. As a minimum, the appointee shall hold the terminal professional degree in the field or equivalent stature by virtue of experience. Appointees will hold the rank of Professor but, while having that stature, will not have rights that are limited to tenured faculty. Initial appointment is for periods up to five years, and reappointment is possible. This title does not carry tenure, nor does time served as a Professor of the Practice count toward achieving tenure in another title. Different schools and colleges at SU may have specific requirements for this rank.

[Information on Clinical Faculty ranks can be found here.](#)

Criteria and Procedures for Promotion of FTNTT Faculty

Eligibility: Full-time non-tenure track faculty are eligible for promotion to senior lecturer after completing 6 years at the rank of lecturer (or a comparable rank at another institution), establishing a record of teaching excellence, and a record of service. The process may be initiated by the Department Chair/School Director or the FTNTT faculty member. In exceptional circumstances, a faculty may request early promotion in consultation with the Department Chair/School Director and the unit Dean. FTNTT faculty may also be eligible for promotion to Professor of Practice.

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FTNTT Faculty Senate Ad-Hoc Committee 4.9.24

- C. **Performance Evaluation:** Department chairs evaluate full-time non-tenure track faculty each year by March 15. Criteria and procedures for reviewing full-time non-tenure track faculty are developed by the academic departments/CHHS schools, approved by the relevant unit dean and by the Provost, and are on file in the dean's office and in the Office of Academic Affairs. They are to be provided to full-time non-tenure track faculty at the time of hiring. Department chairs/CHHS school directors summarize their evaluations of full-time non-tenure faculty on the evaluation form (see

**Promotions Committee Report - Guidance for Early Application for Promotion in Rank
April 2024**

Faculty Senate Charge

Review the current policies on Tenure and Promotion in the Faculty Handbook and