

FHRC AGENDA Tuesday, December 13th 2016

Approval of minutes from November 8th 2016

Ongoing Business

March meeting date changed from the 14th to 7th, 2017.
Adjunct Faculty to University Associate

1. FMLA

Refer to supplemental document

2. Faculty short term illness, sick leave.

Refer to supplemental document

3. Non-reappointment of tenure track faculty.

Question: Should the word "appointment" be substituted in place of contract in this paragraph? The questions came forward to the committee from the Provost office.

3.10. Non-Reappointment of Tenure-Track Faculty during the Probationary Period Non-reappointment decisions will be reached according to procedures described in Section 4 Faculty Evaluations. Notice of nonrenewal of contract, or of intention not to recommend renewal of contract, shall be given in writing by the Provost in accordance with the AAUP "Standards for Notice of Non-reappointment" described in Section 4.6.1.

4. Anti-bullying policy. Faculty Senate chair was approached by a colleague and suggested a need for an anti-bullying policy. **Comment:** Section 8.1 Prohibition of Discrimination and Harassment of the Faculty Handbook identifies describes behaviors of bullying. Similar language appears in the Student Code of Rights and Responsibilities and Employee handbook. Question: Is the Harassment language in the faculty handbook adequate? Do we need specific language when other entities utilize the harassment language to suffice?

5. Staff as per course faculty.

The FH addresses the number of hours a per course faculty member can teach in a 12-month period. The FH addresses the hour limitation (see below, 3.5.8 Per Course Faculty) that a non-faculty MSU employee can teach in any 12-month period.

The concern seems to be that this policy should be further clarified something to the effect that non-faculty MSU employees should not teach more than 3 credit hours in a semester, as proposed by Frank Einhellig. This may be of particular concern when the employee holds a full-time position. However, what if the employee is not asking for a reduction of their regular duties? Currently, when a non-MSU employee is hired as per course faculty to teach say 2 courses in the fall and 2 in the summer, they are not required to prove that they are not already employed full-time elsewhere. Should non-MSU faculty employees be held to a different standard when it comes to the maximum number of credit hours that can be taught in a 12-month period?

3.5.8. Per Course Faculty

A per course faculty member is appointed on a semester basis and may teach no more than twelve credit hours during any 12-month period. Employment terminates automatically at the end of the appointment period. A per course faculty member who has any other type of employment at Missouri State University is also subject to an overall limitation of 1000-hours over any 12-month period and should contact the Office of Human Resources for clarification of restrictions. Per course faculty should possess a master's degree or the equivalent professional experience in a

field determined acceptable by the Dean. Per course faculty members receive no retirement or insurance benefits. However, they may be allowed the use of Hammons Student Center, the University Libraries, resources provided by Computer Services, and Taylor Health and Wellness Center. Per course faculty have only the duties directly associated with teaching and are not required to perform committee work nor assume other responsibilities required of tenure-track faculty. A notice and search process is not required to fill these positions, but the position must be posted and reasonable effort should be made to meet the affirmative action policy. These positions require the recommendation of the Department Head and of the Dean, and approval by the Provost.