

**RESOLUTION FROM THE FACULTY AFFAIRS COMMITTEE
OF THE FACULTY SENATE
PROPOSED FOR ADOPTION AT A MEETING OF THE
FACULTY SENATE TO BE HELD ON
_____, 2015**

WHEREAS, under Article III, Section 2.G. of the Bylaws of the Faculty Senate, the Faculty Affairs Committee of the Faculty Senate “is responsible for reviewing proposed revisions and recommending changes to the *Faculty Handbook* in accordance with the amendments procedures set forth in the *Faculty Handbook*,” and for reviewing proposed revisions and recommending changes to the *Manual for Faculty Evaluation* in accordance with the amendments procedures set forth in the *Manual for Faculty Evaluation*,” and

WHEREAS, the University of Tennessee Extension (UT Extension) has found that none of the current non-tenure track positions of Lecturer, Clinical Faculty, or Research Faculty included in the *Faculty Handbook* adequately describes the outreach and engagement needs the College has for its non-tenure track faculty positions; and

WHEREAS, the Dean of UT Extension has requested that an additional classification of non-tenure track professor titled “Extension Professor” be created to accommodate the College’s hiring needs for outreach and engagement programs; and

WHEREAS, under Section 8.3 of the *Faculty Handbook*, the Faculty Senate Faculty Affairs Committee “is responsible for recommending changes, which should have input from the chancellor, the vice president, and their administrative staff including deans for consideration by the Faculty Senate Executive Council and final consideration by the full Faculty Senate;” and

WHEREAS, the Faculty Senate Faculty Affairs Committee has reviewed —and sought (i) input from the chancellors of UTK and UTIA and (ii) consideration by the Faculty Senate Executive Council on— the various sections of the *Faculty Handbook* and the *Manual for Faculty Evaluation* related to this issue; now, therefore it is

RESOLVED, that the language in Section 4 of the *Faculty Handbook* be changed to include the new designation and its criteria for appointment to rank as follows:

New language = underlined

Deleted language = ~~strikethrough~~

4.1.5 Non-Tenure Track Extension Positions

Non-Tenure-Track Extension faculty positions are filled as required to meet outreach and engagement needs and may occur at any time during the year. Department and college bylaws establish standards and procedures related to searches for and promotion of Extension faculty.

All non-tenure-track Extension appointments will be made for a definite term of up to five years.

The following ranks or titles may be assigned to non-tenure-track Extension faculty: Extension assistant professor, Extension associate professor, Extension professor, adjunct Extension faculty and visiting Extension faculty.

4.2.5 Non-Tenure-Track Extension Faculty

Non-Tenure-Track Extension faculty are hired for specific outreach and engagement assignments. They generally are not expected to conduct research or engage in for-credit, classroom teaching as a condition of their employment.

Extension assistant professor: This rank is for those who have completed a doctoral degree or terminal degree appropriate to the field or who are licensed or certified to practice the profession where appropriate. Individuals holding such positions demonstrate an ability to initiate and implement outreach and engagement programs or projects, publish and obtain external funding.

Extension associate professor: This rank is for those who have completed a doctoral degree or terminal degree appropriate to the field and have demonstrated continuous improvement and contribution in Extension education supported through grants and contracts over a period of years. Extension associate professors have scholarly qualifications including publications and accomplishments consistent with those for appointment at the rank of associate professor. A departmentally designated group of faculty will review and evaluate promotions to this rank in accordance with departmental and college bylaws.

Extension professor: This rank is for those who have completed a doctoral degree or terminal degree appropriate to the field and have a record of outstanding outreach and engagement impacts with a strong record of publications as well as support by grants and contracts over a period of years. Extension professors have achieved national and/or international recognition in the discipline, and have documented accomplishments and qualifications consistent with the rank of professor. A departmentally designated group of faculty will review and evaluate promotions to this rank in accordance with departmental and college bylaws.

4.2.56 Adjunct Faculty

4.2.67 Visiting Faculty

4.2.78 Joint Faculty Appointments

4.3 Evaluation

As is the case for tenured and tenure-track faculty, the performance of all non-tenure-track faculty members will be evaluated annually, with a written record of the evaluation maintained in departmental and human resources files. The criteria for evaluating non-tenure-track faculty for purposes of hiring and retention must be adopted by a vote in accordance with departmental bylaws and made available to all faculty.

The annual performance review for retention should be based on the best practices guidelines for evaluating instruction, which are outlined in the *Manual for Faculty Evaluation* (probationary faculty

section). In the case of non-retention, every effort should be made to notify the faculty member as soon as possible.

Research and clinical faculty, ~~and~~ faculty of practice, and Extension faculty are subject to annual performance reviews appropriate to the positions and as outlined in departmental and college bylaws.