**Lecturer Affairs Report – 2016-2017 Academic Year**

Members: Linda Dawson SIAS Senior Lecturer (Chair, Winter and Spring Quarters 2017), Nicole Blair SIAS Senior Lecturer, Alison Cardinal SIAS Lecturer, Jeremy Davis SIAS Lecturer, D.C. Grant Institute of Technology Lecturer, James Liner SIAS Lecturer, Haley Skipper SIAS Lecturer, Elizabeth Sundermann SIAS Lecturer (Chair, Fall Quarter 2016).

**Meetings:**

Fall Quarter 2016 – 12/9/16.

Winter Quarter 2017 – 1/27/17, 2/27/17, 3/6/17

Spring Quarter 2017 – 5/19/17

**Informal meeting notes: Lecturer Affairs 12/9/2016**

Attendees: Libi Sundermann (Chair, Fall Quarter 2016), Alison Cardinal, Haley Skipper, Jeremy

Davis, Jim Liner, and D.C. Grant. (Absent: Linda Dawson (on medical leave) and Nicole Blair)

• The Faculty Affairs Committee unanimously approved the 2016-17 Lecturer Affairs

Committee charge at their meeting on November 15, 2016.

o Marian Harris, chair of Faculty Affairs, asks to be notified of our meeting times and places. D.C. Grant, from Faculty Affairs, attended the 12/9/2016 Lecturer Affairs meeting, and we encouraged him to keep attending (or join) as a lecturer faculty representative from outside SIAS.

• We also discussed bringing PT lecturer faculty onto the Lecturer Affairs Committee.

Several members requested we ask Faculty Assembly to offer a stipend to PT lecturer faculty to compensate them for their service time.

• Our main agenda was to review our charges and renew workgroup commitments.

**2016-17 Lecturer Affairs Committee Charge:**

1. Continue work on a Part-time Lecturers’ Handbook

a. Jim and Nicole started the handbook last year and will continue to develop it this year. PT Lecturers Stephanie Lile, Alex Morrow, and Heather Heinz have indicated they will help by reviewing the handbook and offering feedback.

2. Create a document that shows lecturer committees, work groups, and initiatives at UWT and in the UW system for informational purposes and to help track lecturer affairs, create contact points, and coordinate efforts at UWT and across the UW system

a. Libi has started this and her first draft is attached (3)—this will likely be an ongoing project and need updates

3. Create an archive of UWT Lecturer Affairs documents and UW system-wide documents pertaining to Lecturer Affairs and lecturer issues

a. Libi and Ruth Ward (FA) are working on this. Libi needs to go through her personal collection of documents and forward them to Ruth. Ruth should now

have access to the Lecturer Affairs Catalyst site*. Please send any pertinent documents from UWT or UW committees or groups to Ruth to archive.*

4. Initiate agenda for improving lecturer hiring, job descriptions and promotion criteria campus-wide including issues surrounding diversity in hiring for lecturer (competitive and non-competitive, full and part time) positions

a. This is the most complex of our charges. At the 12/9 meeting, we decided that

Haley, Alison, and Jeremy, with assistance from Linda and D.C. would:

i. Initiate a policy proposal calling for a search for a full-time lecturer to commence if a division has, for two years, offered seven (or more) courses taught be PT faculty.

ii. Initiate a policy proposal calling for a PT lecturer hiring pool to be created for PT lecturer faculty positions at UWT. If UWT does not approve this policy, it should then be recommended to UWT Schools as policy to consider on a School by School basis.

iii. Establish criteria for promoting PT lecturers to FT if their teaching load reaches a full-time load (seven courses).

iv. Initiate a policy proposal asking that lecturer contract lengths be standardized and put into writing. This comes after several lecturers were told they would be awarded longer contracts when their current contract was renewed (e.g. from three years to five years); and inconsistencies in lecturer contract length by rank (e.g. competitive lecturers should all be awarded a three-year contract; senior lecturers a five-year contract, etc.)

1. D. C. reported that Faculty Affairs has begun a Proposed Policy on

Non-Competitive Faculty Appointments and shared it with

Lecturer Affairs—attached (4).

**Informal meeting notes: Lecturer Affairs 1/27/2017**

Attendees: Linda Dawson (Chair), Jeremy Davis, Libi Sundermann, Haley Skipper, (Absent: James Liner and Nicole Blair)

• We discussed Jeremy Davis’s (SIAS Faculty Council) draft document concerning the continuing practice of non-competitive lecturer hiring and issues surrounding the decision to hire a non-competitive lecturer versus a competitive lecturer. It was felt that the spirit

of the policy on hiring non-competitive lecturers that was put into place in 2013 was being ignored and whatever was expedient was preferred. This issue was then tabled for me to ask Faculty Affairs whether they were making a recommendation about lecturer hiring.

• We also discussed issues surrounding transparency surrounding how the length of a contract is determined. Some lecturers have discussed amongst themselves what length of contract they received and it varied from two to three years without a solid reasoning given.

• We discussed issues surrounding climate and specific issues that happened to some lecturers that could have been avoided. Some remaining conversions of non-competitive lecturers were controversial.

• Finally, the idea of creating a hiring pool for both part-time and full-time lecturers was discussed as one way to ensure vetted lecturers and to increase the diversity of candidates.

• Action items: Linda Dawson would contact Faculty Affairs to find out if they were proposing a campus wide recommendation for lecturer hires and length of contracts. Jeremy was continuing to work on developing the lecturer hiring document for SIAS. Libi was completing her summary and archive of previous lecturer hiring.

Note: Some of these issues were addressed by a letter to UW administration

which Libi Sundermann and James Liner wrote and delivered as well as some union issues surrounding this topic.

**Informal meeting notes: Lecturer Affairs with Faculty Assembly Administration and**

**Interested Faculty Members 2/27/2017**

Attendees: Lecturer Affairs Committee Members: Linda Dawson (Chair), Jeremy Davis, Libi Sundermann, Nicole Blair, D.C. Grant, Alison Cardinal and on phone: James Liner (Absent: Haley Skipper); non committee members: Katie Baird, Charles Williams, Mark Pendras (Chair, Faculty Assembly), Lauren Montgomery (Vice-Chair Faculty Assembly).

• The purpose of this meeting was to discuss the apparent backsliding and lack of adhering to the accepted human resources policy of hiring non-competitive lecturers, including reason for hire and subsequent decision to start the hiring process for a competitive lecturer immediately for a long-term lecturer need.

• Discussion included specific cases of individuals who had not been converted and were in danger of losing their positions.

• Discussion also included the criteria for determining lecturer versus tenure track lines.

• Action items: Linda Dawson would meet with Marian Harris (Chair of Faculty Affairs) and discuss what that committee was submitting for recommendations for lecturer hiring. Mark Pendras and Lauren Montgomery were going to investigate how Bothell’s hiring procedure worked and how administration views these recommendations. Linda Dawson with help of Haley Skipper would provide analysis of competitively hired versus non- competitively hired lecturers for the past 5 years.

Note: The resulting lecturer data was obtained and is shown in Appendix A.

**Informal meeting notes: Lecturer Affairs Chair with Faculty Assembly Chair and Faculty**

**Affairs Chair 3/6/2017**

Attendees: Marian Harris (Faculty Affairs Chair), Linda Dawson (Lecturer Affairs Chair), Mark

Pendras (Faculty Assembly Chair).

The purpose of this meeting was to discuss the apparent backsliding and lack of adhering to the accepted human resources policy of hiring non-competitive lecturers, including reason for hire and subsequent decision to start the hiring process for a competitive lecturer. Recommendations were discussed and it was determined that Faculty Affairs would make the official recommendations to Faculty Assembly.

**Informal meeting notes: 5/19/2017**

Notes for this meeting will be attached as an addendum.

**Summary of Lecturer Affairs Activities**

The committee identified a number of issues that concern lecturers such as compensation of part- time faculty and the increased hiring recently of non-competitive lecturers despite a concerted effort and policy change to ensure that non-competitive lecturers are only hired in emergency or temporary positions. Programs have been dealing with a number of issues that affect lecturers such as high service loads and any related compensation, use of lecturers as graduate faculty and related compensation, and use of lecturers in leadership roles such as division chairs and any surrounding issues.

Lecturer Affairs remains concerned that the number of non-competitive hires has been increasing since the policy change was implemented in 2014. A recommendation that identifies this as a continuing issue was forwarded to Faculty Affairs. In addition, members anecdotally identified several inconsistencies in lecturer contract length and a lack of transparency as to what contract length is given to a lecturer. A recommendation concerning increased transparency was also forwarded to Faculty Affairs. Finally, it has been shown that most programs do not have a vetted part-time or temporary lecturer pool. The method of hiring due to convenience has led to a lack

of diversity for this group, also affecting future competitive hiring with these faculty as inside candidates. A recommendation to create a vetted faculty pool to draw from was also forwarded to Faculty Affairs.

Historical documents concerning lecturer hiring policies were archived by Libi Sundermann. Finally, some issues surrounding climate were discussed with no recommendations on how to

change. It was felt that climate was established by administration and their policies.

**Recommendations:**

• Promotion criteria for Senior Lecturer and Principal Lecturer should be approved by Promotion and Tenure Committee and posted online. Most if not all programs have guidelines but they have not been approved and posted online.

• Recommendations associated with non-competitive and part-time lecturer hiring were forwarded to Faculty Affairs.

**Recommendations for addressing issues in academic year 2017-2018:**

• Part-time lecturer issues: complete a part-time lecturer handbook, make recommendation that compensation be given for service projects conducted by part-time lecturers, ensure that part-time faculty are aware of professional development opportunities.

• Continue to monitor lecturer hiring, both competitive and non-competitive.

**AppendiKA**

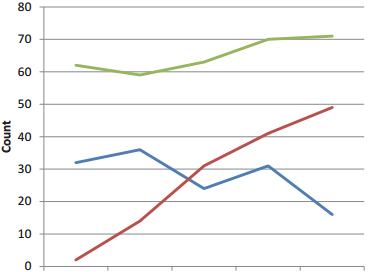
Lecturer Affairs

March 9,2017

This data shows the breakdown for lecturers (all UWT campus) over the last 5 years (Autumn quarters)

for ecturer Full-Time,lecturer Full-Time Competitive,and lecturer Part-Time.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | 2012 | 2013 | 2014 | 2015 | 2016 |
| LECTURER FULL-TIME | 32 | 36 | 24 | 31 | 16 |
| LECTURER FT COMP | 2 | 14 | 31 | 41 | 49 |
| LECTURER PART-TIME | 62 | 59 | 63 | 70 | 71 |



2012 2013 2014 2015 2016

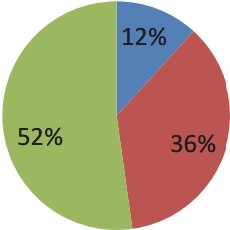
Year (Autumn Quarter)

**- Lecturer Full Time**

**- Lecturer FT Competitive**

**- Lecturer Part-Time**

Lecturers for Autumn 2016



8lectu rer FT

8 lecturer FT Competitive

•lectu rer PT