



Collegial Processes for Faculty Members in Interdisciplinary Schools

Prepared by the
Office of the Provost and Vice-President Academic

In June 2006, University Council approved a policy document on schools that addressed a number of emerging issues associated with the creation of schools at the University of Saskatchewan. Following extensive discussion across the campus, the policy document provided a definition of schools, as well as anticipated roles and responsibilities. This policy document, and the discussions it engendered across the campus, set the context for the development and adjudication of proposals for schools at the University of Saskatchewan.

The creation of interdisciplinary Schools at the University of Saskatchewan is now raising questions about how collegial processes will unfold and be applied to faculty associated with such schools. For example, what will be the search and appointment procedures for appointing faculty to the schools? Where will faculty hold tenure, and how will tenure and promotion decisions be made? How will duties be assigned? Will work in more than one unit be recognized and how will salary review procedures be carried out?

The Office of the Provost and Vice-President Academic recently prepared a document offering guidelines on the principles and process for faculty appointments in interdisciplinary Schools. That document described the various types of academic appointments that might be made in schools, but offered no discussion on the collegial processes for making these appointments or for career progression of faculty appointed to interdisciplinary Schools.

This document provides an overview of the principles and collegial processes for interdisciplinary Schools.

Principles

The fundamental principle is fairness to faculty associated with interdisciplinary Schools in the recognition and evaluation of their work for tenure, promotion, and salary considerations. This will require the establishment of school-based committees to review and evaluate contributions in the context of the interdisciplinary School. It will also require explicit understandings between interdisciplinary Schools and Colleges/Departments about roles and expectations particularly where faculty occupy joint or shared appointments. We are committed to ensure that the provisions of the newly signed 2007-2009 Collective Agreement between the University and the University of Saskatchewan Faculty Association (USFA) is honoured and, where difficulties present themselves, such issues are addressed expeditiously through the Joint Committee for the Management of the Agreement (JCMA).

For the purposes of collegial processes, interdisciplinary Schools will be treated, at least initially, as a non-departmentalized College with regard to tenure, promotion, and salary review recommendations for faculty whose primary appointment rests in the School. A committee comprised of eligible School faculty (as well as members of cognate departments in the event additional individuals are required) will make decisions on tenure, promotion, and salary review. These decisions will be forwarded directly to the University Review Committee (URC) for University-wide oversight. Initially, the School will use the *University of Saskatchewan Standards for Tenure and Promotion*, which are understood to be the minimum standards to be applied.

Collegial processes for faculty with primary appointments in interdisciplinary Schools will parallel those for faculty in non-departmentalized colleges.

Collegial processes for faculty with secondary appointments in interdisciplinary Schools will be carried out by the College or Department in which the faculty member holds the primary appointment. Discussions and decisions will be informed by activity and productivity within the Interdisciplinary School based on the assignment of duties negotiated among the faculty member, the Dean/Department Head, and the Executive Director of the interdisciplinary School.

Duties and expectations of faculty with joint or shared appointments in interdisciplinary Schools will require careful negotiation and agreement between the Executive Director of the interdisciplinary School and the Dean and Department Head (where applicable). Letters of appointment will clearly state the nature and extent of the faculty member's involvement in the interdisciplinary School and the expectations associated with tenure, promotion and salary considerations.

The 2007-2009 Collective Agreement specifically addresses some of the issues to be faced in appointing faculty to Schools through the introduction of a new Article 13.10 on Joint Appointments, revision of Article 13.9 on Associate Members, and revisions to several other Articles. This document should be read carefully by faculty members and Deans/Department Heads when changes in assignment of duties are contemplated.

Collegial Processes

1. The following types of appointments to Schools are possible:
 - *Standard appointments.* Faculty are appointed full time to the School where they will hold tenure. These appointees are obliged to undertake teaching assignments outside of the School and are encouraged to become Associate Members of another academic unit. Search and appointment procedures are in accordance with Article 13.5. Associate membership in another academic unit is made as per Article 13.9. Within Schools, collegial processes include assignment of duties (Article 11), consideration of renewal of probation (Article 14), tenure (Article 15), promotion (Article 16), and salary review (Article 17) as described above.
 - *Joint appointments: primary.* Faculty may have joint appointments in the School and in another Department or College. By joint appointment primary, it is understood that more than 50 percent and up to approximately 70 percent of the commitments for teaching, service, and research are discharged within the School; the remainder rest within the Department/College. The letter of appointment for this category of

appointment will state the extent of duties of the employee that will be assigned in each unit. Collegial processes are constructed in the School but input is received from the Department / College. With the exception of joint appointments made at the time of appointment, joint appointments will normally be for a limited period of not less than three or more than five years. A joint appointment made at the time of hire may be made for any length of time identified in the letter of appointment. Joint appointments may be renewed or terminated as described in the 2007-2009 Collective Agreement.

- *Joint appointments: secondary.* This category of appointment refers to faculty who hold a primary appointment in an existing Department or College and whose commitments for teaching, service, and research discharged within the School are deemed to be less than 50 percent of the faculty member's time. Collegial processes are managed within the Department/College, with input from the School. These joint appointments represent a new feature in the 2007-2009 Collective Agreement and may be renewed or terminated as described in that Agreement.
 - *Associates:* This category of appointment refers to faculty who may elect to be included in the academic programming of the School and are invited to assist in limited functions but whose primary academic home rests in a College or Department. No formal involvement is expected beyond what is volunteered. The 2007-2009 Collective Agreement provides opportunities for faculty to become Associate Members in another academic unit and mandates that contributions to that secondary unit are recognized, particularly where work done in the secondary unit is considered as part of the assignment of duties, and for collegial processes (renewal of probation, tenure, promotion, and salary review).
2. Joint Members of Schools may participate in some or all collegial committees of the School as described in the 2007-2009 Collective Agreement. For Joint Members whose primary appointment resides in the School, it is expected that they will hold responsibilities similar to full-time members of the School. Joint Members whose primary appointment resides outside the School, participation on collegial committees may be restricted. For example, because a Joint Member does not have tenure in the secondary unit, they cannot be a member of a committee which reviews faculty for tenure considerations unless they are co-opted (see Articles 13, 14, 15, 16 or 17 for specifics).
 3. As indicated in the 2007-2009 Collective Agreement, the extent to which a joint appointment may participate in collegial processes will be specified in the agreement describing the joint appointment (Article 13.10.5).