Principal Changes for Term Unit Faculty Member
Terms and Conditions of Employment, Beginning January 1, 2012
The majority of changes in the interim terms reflect the division of the faculty into three ranks:

• Professorial Ranks
• Lecturer Ranks
• Librarian Ranks
Appointment, Workload and Rank
Appointment

• Appointments for new positions must use new rank system.

• FY13 appointment notices for continuing faculty will use the new ranks.
  o Instructors will be reappointed per appropriate lecturer rank.
  o Persons on term contract with academic rank may elect to retain rank by August 31, 2012.
Workload

• Workload policies for lecturers must be reviewed and reissued by August 1, 2012.

• Instructors who opt to retain rank of assistant professor will be evaluated using performance standards for duties inherent in the academic rank, even though assignments may focus primarily on instructional duties.

• Workload is equivalent of 30 credit hours undergraduate instruction; administration has the discretion to allow 3 credit hours per year for service activities.
Lecturer Ranks

• Instructor, Lecturer and Senior Lecturer (term contract positions);
• Eligible for change in ranks, with 4% increase from Instructor to Lecturer and 6% for Lecturer to Senior Lecturer;

• NOTE: faculty members serving on term contracts with professorial rank may opt to retain the rank, but they will remain subject to lecturer rank workload and professorial rank performance requirements;
  o The election to retain professorial rank must be made by August 30, 2012, or lecturer rank will be assigned.
Changes in Rank for Lecturer Ranks

• Requests for change in rank are reviewed and determined administratively.
  ○ Requests are submitted to department heads for recommendations, which are forwarded to deans or vice presidents and finally to the president.

• The same calendar deadlines that apply to requests for tenure or promotion may apply to requests for changes in rank.
Evaluation
Evaluation

• Evaluation for lecturer ranks (not including those that have elected professorial ranks) will be evaluated based on assignment (instruction and, if assigned, service).

• Annual evaluations in 2012 will proceed under 2011 evaluation standards.

• Statements of performance expectations for lecturers for 2013 on must be completed by August 1, 2012.
Evaluation (continued)

• Lecturer rank evaluation starts on a different date from professorial rank evaluation.
  ▪ Lecturers submit evaluation documents by March 15.*
  ▪ Department heads must meet to discuss the evaluation no later than April 15.
  ▪ Additional comments may be accepted until April 25.
  ▪ Process ends by May 5.

*May submit it prior to the deadline.
Salary Policy
FY 13 Salary Policy

• FY13 salary policy will be distributed under the interim terms:
  o FY 13 performance raises will be based upon the average of the annual ratings from 2010 through 2012, inclusive.
  o Faculty members with less than three years service will average available years.
  o For persons to be assigned lecturer rank compensation will be limited to funds provided by state of South Dakota salary policy.
  o Compensation based on performance (no less than 90%), with up to 10% based on institutional priorities.
Self-Support

Self-support contracts for classes that started after January 1, 2012, were amended to compensate at 8% of salary base per 3 credit course.

- Self-support courses that do not make required enrollment one week before start may be offered with lower compensation if instructor agrees.
Miscellaneous
Consulting

Full-time faculty members who elected professorial rank with may be allowed no more than 4 days in any single month for paid consulting that benefits the institution.

- Requests for authorization to consult must be submitted prior to entering into a consulting contract that:
  - will be performed during the term of the primary, e.g., 9 or 10 month, contract or
  - when required under the conflict of interest policy or
  - when the consulting agreement requires the consultant to waive patent or intellectual property rights.

- Consulting may not interfere with discharge of primary responsibilities.
- Consulting that might present a conflict of interest may be permitted under a conflict management plan.
Disputes

The interim terms eliminate provisions permitting faculty to obtain informal explanations for decisions not to renew contracts or for denial of change in rank, and require that disagreements involving such actions be addressed through the grievance procedures.

- Any dispute involving reductions in force must be brought through grievance procedures.
- Grievance procedures clarified and disciplinary procedures reworded and reorganized, but not fundamentally changed.
  - Except that faculty may invoke assistance from a COHE peer review panel to challenge placement of written warnings in personnel files.
Effective December 15, 2011, the substance of the Board of Regents Intellectual Property Policy is under review, and recommendations for its revision will be submitted to the Board of Regents when the Board convenes for its March 28-29, 2012 meeting.
Academic Freedom

Effective January 1, 2012, Article XIV, stating standards for Academic Freedom, will become Article III, and all sections between Articles III and XIV will be renumbered. Changes include:

<table>
<thead>
<tr>
<th>Old Article</th>
<th>New Article</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grievances</td>
<td>VII</td>
</tr>
<tr>
<td>Nonrenewals</td>
<td>VIII</td>
</tr>
<tr>
<td>Evaluation</td>
<td>XI</td>
</tr>
<tr>
<td>Rank and Promotion</td>
<td>XII</td>
</tr>
<tr>
<td>Tenure</td>
<td>XIII</td>
</tr>
</tbody>
</table>
Performance/Conflict of Interest

Matters governing the standard of performance and conflicts of interest will be regulated exclusively through Board Policy.

- Board Policy No. 4:14(2) replaces Appendix E (Performance Deficiencies and Unacceptable Conduct)
- Board Policy No. 4:38 replaces Appendix G (Statement Concerning Faculty Expectations)
- Board Policy No. 4:11(3) and (4) replaces Appendix O (Promotion Standards),
- Board Policy No. 4:10(3) replaces Appendix P (Tenure Standards),
- Board Policy No. 4:32 replaces Appendix Q (Investigator Financial Disclosure)
- Board Policy No. 4:34 replaces Appendix R (Conflict of Interest)
Questions