MEETING AGENDA

Date: June 11, 2024 | Time: 2:30 p.m.
Location: Madren Center Auditorium

1. APPROVAL OF MINUTES
   ▪ Minutes
   ▪ Approved as distributed

2. SPECIAL ORDERS

3. REPORTS
   1) Robert H. Jones, Executive Vice President for Academic Affairs & Provost
      • Provost Jones reflected on accomplishments from the past year, including Clemson's best graduation rates, highest number of graduates and applications, and highest bond rates in recent history.
      • Two colleges (AAC and CAFLS) have hired new Deans, and three administrator reviews have been completed for the Dean of Arts and Humanities, the Senior Associate Provost, and the Associate Provost for Institutional Effectiveness.
      • The South Carolina legislature is back in session, and Provost Jones is optimistic about the funding for Clemson. The Washington delegation is working to position Clemson toward a great year of funding from the federal government.
      • The administration is trying to anticipate the compensation increase that the state will authorize, and it is estimated at 2.75%. Provost Jones has been talking with leadership from the Faculty Senate and with the Deans, and he is aware of the interests of the faculty regarding how the money should be distributed and of inconsistencies in how increases have been distributed in different colleges.
      • Question: Is the idea to split the pay raise between COLA and merit? Yes, there are a couple of different strategies being discussed. One idea is to apply a percentage toward COLA (resulting in a higher pay increase for those with higher salaries), and the other idea is to apply a flat amount toward COLA (resulting in a higher percentage increase for faculty in lower pay brackets).
      • Question: Will administrators be held to the same split between COLA and merit as faculty? The same strategy will be used, but the dollar amounts may be different. There are salary adjustments that happen for all employees, and special allocations are sometimes made in accordance with market adjustments and for retention purposes.
      • Question: If it's decided in the colleges that everyone gets the same dollar amount, would you advocate for administrators getting the same dollar amount? The same percentage goes to each unit. It's up to the person in charge of the administrative unit to decide how to distribute that percentage among employees in that unit.
2) Standing Committees
   a) Welfare Committee; Chair Jennifer Holland
      • No report
   b) Finance Committee; Chair Jace Garrett
      • No report
   c) Scholastic Policies Committee; Chair Andy Tennyson
      • No report
   d) Research and Scholarship and Creative Endeavors Committee; Jessica Larsen
      • No report
   e) Policy Committee; Chair Tyler Harvey
      • No report
   f) Non-Tenured Faculty Issues and Representation Committee; Chair Amanda Rumsey
      • No report
   g) Recruitment, Engagement, and Communication (REC) Committee; Chair Billy Terry
      • There will be a get-together at Sole on the Green immediately following today's Faculty Senate meeting, and everyone is invited.
      • Trivia night will continue at Kite Hill Brewery. June 18 and July 9 are the next dates, and there may be other opportunities announced throughout the summer.
   h) Alpha Committee: Chairs Lauren Duffy and Sarah White
      • No report
      • The Alpha Committee will meet again in August.

3) University Committees/Commissions
   a) Committee on Committees; Chair Fran McGuire
      • No report

4) Faculty Representative to the Board of Trustees; Brian Powell
   • Representative Powell submitted his report for the upcoming Board of Trustees meeting. He discussed annual evaluations and trends in faculty salaries over the past ten years.
   • He encourages everyone to read the recent Chronicle of Higher Education article, "How Much Has Faculty Pay Changed Over Time?"

5) Faculty Senate President’s Report
   • President Duffy welcomed new Faculty Senate Coordinator, Corinne Henderson.
   • President Duffy just celebrated a milestone birthday, which inspires a reflection on how and how well we use our time. She has spent the past month in meetings, gathering information, seeking advice, hearing perspectives, advocating for faculty, serving on administrator review committees, and putting together her first Board of Trustees report, which focused on shared governance and major issues in higher education.
   • President Duffy reiterated the importance of connecting with Lead Senators and finding ways to open up communication channels across faculty within each college (town halls, Zoom rooms, coffee breaks, etc.).
• She recognizes that we get caught up in the busyness of day-to-day life and time slips by, so embrace boredom, do nothing, rest, and relax. The time that you've put into the Faculty Senate is appreciated.

4. UNFINISHED BUSINESS

5. NEW BUSINESS

1) **FSR 202406 Honors College Committee**
   • Motion to adopt the resolution as distributed
   • No debate
   • Passed: 37 in Favor; 1 Opposed

2) **FSR 202407 Regular and Special Appointments**
   • Motion to adopt the resolution as distributed
   • No debate
   • Passed: 42 in Favor; 1 Opposed

3) **FSR 202408 TPR Criteria and Committee Membership**
   • Motion to adopt the resolution as distributed
   • No debate
   • Passed: 44 in Favor; 0 Opposed

**ADJOURN 3:23 p.m.**

Jennifer Holland

Digitally signed by Jennifer L. C. Holland
Date: 2024.06.20 18:45:16 -04'00'
**ANNOUNCEMENTS:**

**UPCOMING MEETINGS:**

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<th>Group</th>
<th>Event</th>
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<td>[ALL Senators]</td>
<td>Faculty Senate Meeting: June 11, 2:30 pm, Madren Center Auditorium</td>
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<td>Committee Meetings</td>
<td>June 18 (variable time and location)</td>
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<td>[Lead Senators]</td>
<td>Advisory Committee Meeting: June 23, 2:30 pm, 158 Sirrine Hall</td>
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<td>Executive Committee Meeting: August 6, 2:30 pm, 158 Sirrine Hall</td>
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<td>Faculty Senate Meeting: August 13, 2:30 pm, Madren Center</td>
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<td>[ALL Senators]</td>
<td>General Faculty Meeting: August 20, 10:00 am, Brooks Center</td>
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<td>Committee Meetings</td>
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<td>[Lead Senators]</td>
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<td>Alpha Committee Meeting</td>
<td>Thursday August 29, 2:30pm (location TBD)</td>
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<td>Faculty Senate Meeting: September 10, 2:30 pm, Madren Center</td>
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<td>Advisory Committee Meeting: September 24, 2:30 pm, 158 Sirrine Hall</td>
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<td>[ALL Senators]</td>
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<td>Committee Meetings</td>
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<td>[Lead Senators]</td>
<td>Advisory Committee Meeting: October 22, 2:30 pm, 158 Sirrine Hall</td>
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<td>Alpha Committee Meeting</td>
<td>Tuesday October 29, 2:30 pm (location TBD)</td>
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<td>[Committee Chairs]</td>
<td>Executive Committee Meeting: November 5, 2:30 pm, 158 Sirrine Hall</td>
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<td>[ALL Senators]</td>
<td>Faculty Senate Meeting: November 12, 2:30 pm, Madren Center</td>
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<td>Committee Meetings</td>
<td>November 19 (variable time and location)</td>
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<td>[Lead Senators]</td>
<td>Advisory Committee Meeting: November 26, 2:30 pm, 158 Sirrine Hall</td>
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<td>[Committee Chairs and Lead Senators]</td>
<td>Joint Advisory and Executive Committee Meeting: December 3, 2:30 pm, 158 Sirrine Hall</td>
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<tr>
<td>[ALL Senators]</td>
<td>Faculty Senate Meeting: December 10, 2:30 pm, Madren Center</td>
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<tr>
<td>Committee Meetings</td>
<td>December 17 (variable time and location)</td>
</tr>
</tbody>
</table>
Policy Committee Approval: April 16, 2024
Faculty Senate Consideration (proposed): June 11, 2024

Topic: “Honors College Committee”

Whereas, Clemson University makes provision for faculty participation in planning, policymaking, and decision-making with regard to academic matters; and

Whereas, the University also provides for such participation in matters pertaining to academic policies, procedures, and practices at the university level; and

Whereas, the Faculty Manual (Chapter IX§F2h) indicates the responsibilities and membership of the Clemson University Honors College Committee; and

Whereas, the Clemson University Honors College has reorganized and the titles of its academic administrators have changed from “Director” and “Associate Director” to “Dean” and “Associate Dean,” respectively; and

Whereas, Policy Committee Report 202314 (PCR202314) recommended the Faculty Manual be updated to reflect these new titles; and

Whereas, the conclusions and recommendations of PCR202314 were accepted by the Faculty Senate on May 14, 2024; and

Whereas, six amendments to the Faculty Manual must be made in order to affect the recommendations of PCR 202314; it is therefore

Resolved, that Chapter IX§F2h.ii.(3) of the Faculty Manual be amended to strike the word “director” and insert the word “Dean”; and to strike the words “seminar and” before the words “colloquium instructors”; and it is

Resolved, that Chapter IX§F2h.ii.(6).(a) of the Faculty Manual be amended to strike the word “Director” and insert the word “Deans”; and it is

Resolved, that Chapter IX§F2h.ii.(6).(b) of the Faculty Manual be amended to strike the words “The assistant director of” and insert the words “Staff members from”; and it is

Resolved, that Chapter IX§F2h.iii of the Faculty Manual be amended to strike the word “Director” and insert the word “Dean” and to also insert the words “(or designee)” after the word “College.”; and it is
Resolved, that Chapter IX§F2.d.(3).(d) of the Faculty Manual be amended to strike the word “Director” and insert the word “Dean”; and it is

Resolved, that IX§F2.i.(3).(a) of the Faculty Manual be amended to strike the word “Director” and insert the word “Dean”;

This resolution will become effective upon approval by the Clemson University Executive Vice President for Academic Affairs and Provost and its inclusion in the Faculty Manual.

FINAL PROPOSED LANGUAGE
IX§F2d: Undergraduate Curriculum Committee
   ii. Membership
      (3) Non-voting members include:
         (d) The Director Dean of the Clemson University Honors College

IX§F2h: Clemson University Honors College Committee
   ii. Membership
      (1) One faculty member, excluding administrative faculty, from each college and the Library, elected by the faculty accorded voting rights in each college and Library for three-year terms;

      NOTE: Those elected should have experience and interest in the Clemson University Honors College as indicated by such activities as teaching Honors courses, directing Honors theses and research projects, and serving on Honors committees at the department and college level.

      (2) One faculty member (not necessarily a member of the Faculty Senate) appointed for a one-year term by the President of the Faculty Senate;

      (3) Two faculty members, each serving two-year terms and appointed by the director Dean of the Clemson University Honors College from the combined constituencies of the Dixon Senior Fellows, Clemson University Honors College seminar and colloquium instructors, and Bradbury Award recipients;

      (4) Two student members elected by the Clemson University Honors College Student Advisory Board each serving one-year terms;

      (5) One Honors student appointed by the director of the Clemson University Honors College for a one-year term.

      (6) Non-voting members are:
          (a) The Associate Director Deans of the Clemson University Honors College;
          (b) The Assistant Director of Staff members from the Clemson University Honors College;
          (c) One representative from the Office of Undergraduate Admissions.
iii. The **Director** *Dean* of the Clemson University Honors College (or designee) serves as non-voting chair.

iv. The Clemson University Honors College Committee shall meet at least once per academic year.

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IX§F2i: Financial Aid Advisory Committee

ii. Membership

(3) Non-voting members include:

(a) The **Director** *Dean* of the Clemson University Honors College
FACULTY SENATE RESOLUTION 202407

Policy Committee Approval: April 30, 2024
Faculty Senate Consideration (proposed): June 11, 2024

Topic: “Regular and Special Appointments”

Whereas, Clemson University makes provision for faculty participation in planning, policymaking, and decision-making with regard to academic matters; and

Whereas, the University also provides for such participation in matters of pertaining to academic policies, procedures, and practices at the university level; and

Whereas, the membership of the Faculty, as defined in the Constitution of the Faculty of Clemson University, was amended in the fall of 2023 to include all faculty who perform teaching, research, and service, or any combination thereof rather than specific faculty ranks or designations; and

Whereas, the Faculty Manual Chapter IV describes the composition of the faculty by defining the various ranks to which faculty may be appointed, based on their eligibility for tenure and the primary duties they perform; and

Whereas, the Faculty Manual Chapter V describes personnel practices related to faculty that apply based on their categorization into specific faculty ranks or designations; and

Whereas, the Faculty Manual Chapter IX describes the policies and procedures for faculty to participate in shared governance functions at the university, college, and departmental level; and

Whereas, the definitions and categorization of faculty appointments currently found in the Faculty Manual are inadequate to efficiently delineate rights and responsibilities in a manner that aligns with the amended definition of the constitutional faculty; and

Whereas, Policy Committee Report 202323 (PCR202323) recommended the Faculty Manual be updated to create the concepts of Regular and Special Appointments for faculty members as a way to delineate certain faculty rights and responsibilities guaranteed by the Constitution of the Faculty of Clemson University that is based on job duties and the level of association to the institution, rather than specific faculty ranks or designations; and

Whereas, the conclusions and recommendations of PCR202323 were accepted by the Faculty Senate on May 14, 2024; and
Whereas, amendments to the Faculty Manual must be made in order to affect the recommendations of PCR 202323; it is therefore

Resolved, that Chapter IV of the Faculty Manual be amended to insert the following section between sections A and B (relabeling section B to section C):

“B. Appointment Types

1. All faculty shall receive an appointment letter that serves as an official record of their obligations, rights, and responsibilities while affiliated with the institution. Unless specified by the Faculty Manual, the type of appointment is independent of the designation or rank which a faculty member is conferred.

   a. Conditions of appointment shall be fully detailed in the letter of appointment, including at a minimum:

      i. The appointment rank;
      ii. The type and duration of the appointment;
      iii. The primary academic unit to which the faculty member is appointed, which will serve as the academic home for the purposes of annual review, reappointment, promotion, and tenure;
      iv. Any remuneration to be paid to the faculty member.

2. Regular Appointments

   a. Faculty with regular appointments shall have all rights and responsibilities as members of the faculty of the institution, including voting membership. Regular appointments are full-time appointments in an academic unit that is under the jurisdiction of the Provost for individuals expected to have a permanent or continuing association with the university, subject to the policies in the Faculty Manual.

      NOTE: For the purposes of appointment type, “full-time” shall mean full time, full time equivalent, or with a full time converted academic workload.

   b. The primary responsibilities of those holding regular appointments are teaching, research, and service; or any combination thereof.

      i. Individuals who have primarily administrative responsibilities hold special appointments, as described in CHAPTER IV B.3., but resume their regular appointments upon termination of their administrative responsibilities.

   c. Regular appointments shall be made in accordance with the policies and procedures for recruitment and appointment of faculty as described in CHAPTER V B.5., and shall be reviewed by the appropriate TPR committee prior to the initial appointment and in accordance with the criteria and procedures outlined in the unit’s TPR guidelines and the Faculty Manual.
d. Regular appointments shall be renewable, and any renewal of appointment shall be
reviewed by the appropriate TPR committee in the penultimate year of the
appointment in accordance with the criteria and procedures outlined in the unit’s
TPR guidelines and the Faculty Manual.

i. Faculty with regular appointments that will not be renewed shall be notified in
advance in accordance with CHAPTER V D.5.

e. Faculty with regular appointments shall be reviewed for promotion by the
appropriate TPR committee in accordance with the criteria and procedures outlined
in the unit’s TPR guidelines and the Faculty Manual.

3. Special Appointments

a. Faculty appointed under other specific conditions aside from those restricted or
characterized by a regular appointment shall receive a special appointment. Any
appointment with duties and responsibilities that are modified from what is
delineated in the Faculty Manual, shall be considered a special appointment and as
such the faculty rank shall be appended with the appropriate modifier. Special
appointments do not automatically confer rights and responsibilities as members of
the faculty with regular appointments unless expressly granted in the college or unit
bylaws.

b. Special appointments shall be for fixed terms and are made in accordance with the
criteria and procedures outlined in the unit’s TPR guidelines.

i. The length of a special appointment may be subject to restrictions for the specific
modifier that applies to the appointment, as described in CHAPTER IV C.3.

c. Special appointments may be renewable, in accordance with the criteria and
procedures outlined in the TPR guidelines subject to any conditions specified in the
appointment letter.

d. Faculty with special appointments that are conferred a faculty designation with a
promotable path shall be reviewed for promotion in accordance with the criteria and
procedures outlined in the unit’s TPR guidelines.

e. Academic administrators and any faculty member with primarily administrative
duties shall receive a special appointment specifically delineating the terms, duties,
and responsibilities for the position. A special appointment to an administrative
position may supplement a regular appointment with specific modifications of rights
and responsibilities.”; and it is

Resolved, that Chapter IV§B (now labeled IV§C) be amended to strike the word “Ranks”
and insert the word “Designations”; and it is

Resolved, that Chapter IV§B1 (now labeled IV§C1) be amended to strike the word
Resolved, that Chapter IV§B1c (now labeled IV§C1c) be amended to strike the word “regular” and insert the words “tenure track” before the word “appointments”; and it is

Resolved, that Chapter IV§B1d (now labeled IV§C1d) be amended to strike the entirety of this subsection and insert the following text in its place:

Resolved, that Chapter IV§B1e (now labeled IV§C1e) be amended to strike the word “regular” and insert the words “tenure track” before the word “appointments”; and it is

Resolved, that Chapter IV§B2 (now labeled IV§C2) be amended to strike the word “Ranks” and insert the word “Designations” after the word “Faculty” and to strike the entirety of subsection 2b; and it is

Resolved, that Chapter IV§B2c (now labeled IV§C2b) be amended to strike the word “other” before the word “faculty”; insert the words “in other designations” after the first instance of the word “appointments”; and strike the words “nor carry expectation of renewal” after the word “tenurable”; and it is

Resolved, that Chapter IV§B2d (now labeled IV§C2c) be amended to strike the word “ranks” and insert the word “designations” after the words “other faculty” and strike the word “rank” before the word “probationary”; and it is

Resolved, that Chapter IV§B2j (now labeled IV§C2i) be amended to strike the entirety of subsection iv; and it is

Resolved, that Chapter IV§B2l.i (now labeled IV§C2k.i) be amended to strike the word “appointed” and insert the words “granted these special appointments” before the word “shall” and strike the word “faculty” and insert the word “appointment” after the word “regular”; and it is

Resolved, that Chapter IV§B2 (now labeled IV§C2) be amended to strike the entirety of subsections 2m through 2p (now labeled 2l – 2o) and insert the following text in their place:

3. Modifiers

a. The Part-Time modifier is assigned to members of the faculty who have less than full normal workloads in teaching research, and/or public service. Such faculty may be appointed to a rank in any faculty designation, consistent with their qualifications and duties, with the modifier, “Part-Time”.
Such appointments are made for one semester or one year, and are renewable. Qualifications for rank at initial appointment and for promotion are the same as for the unmodified rank.

These employees participate in the state retirement system, but appointments for less than three-quarters time do not carry any insurance or related fringe benefits, nor do they allow for reduced fees for enrollment in university courses.

b. The Visiting modifier denotes a temporary appointment of an individual engaged in a combination of teaching, research and/or public service for a term of one year or less, subject to limited renewals. Such faculty may be appointed to a rank in any faculty designation, consistent with their qualifications and duties, with the prefix, “Visiting”.

i. Visiting appointments are only appropriate in cases in which the association with the university is meant to be temporary and brief.

ii. The qualifications for visiting appointments shall be comparable to those for appointment at the corresponding unmodified rank.

c. The Temporary modifier is assigned to individuals engaged exclusively in teaching who receive limited duration appointments. These special appointments are intended to address specialized or emergent teaching needs and shall be for one-year or less and may be renewed. Such faculty may only be appointed to the Lecturer rank, with the prefix, “Temporary”.

d. ROTC Faculty are Army and Air Force personnel, nominated by their respective services, who are approved by the University for special appointment to the faculty of the Reserve Officer Training Corps program. Such faculty may be appointed to a rank in any faculty designation, consistent with their qualifications and duties, with the suffix, “ROTC”.

i. These appointments are generally for three-year terms.

e. The Adjunct modifier denotes a special advisory appointment. It may be assigned to individuals with no other Clemson University faculty appointment who bring needed expertise to the teaching, research, or public service programs of the University. Such faculty may be appointed to a rank in any faculty designation, consistent with their qualifications and duties, with the prefix, “Adjunct”.

i. The qualifications for adjunct faculty rank shall be comparable to those for appointment at the corresponding unmodified rank.

ii. Adjunct appointments generally do not involve remuneration from the University; are for up to five years; are individually negotiated as to terms; and may be renewable.
iii. Adjunct appointments shall be limited to those making active contributions to
the teaching, research or public service programs of the University, and must be
approved and reviewed by the departmental TPR committee.”; and it is

Resolved, that Chapter V§D5b be amended to strike the word “Lecturers” and insert the
words “Other one-year regular appointments”; and it is

Resolved, that Chapter V§D5b.1 be amended to strike the word “Lecturer” and insert the
words “one-year regular” before the word “appointment”; insert the words “not on the
tenure track” after the word “person”; strike the words “as a Lecturer” after the words
“continuous service”; strike the word “any” and insert the word “the” after the words
“provision of”; and strike the words “to Lecturer” and insert the words “except for those
contingent on external grant and contract funds” at the end of the paragraph; and it is

Resolved, that Chapter V§D5c be amended to strike the words “Senior Lecturers” and
insert the words “Multi-year regular appointments”; and it is

Resolved, that Chapter V§D5c.1 be amended to strike the words “Senior Lecturer” and
insert the words “multi-year regular” before the first instance of the word
“appointment”; strike the word “any” and insert the word “the” before the second
instance of the word “appointment”; and strike the words “to Senior Lecturer” and insert the
words “except for those contingent on external grant and contract funds” at the end of the
paragraph; and it is

Resolved, that Chapter V§D5c.1.1 be amended to strike the words “Senior Lecturer” and
insert the word “appointment” before the words “shall be”; and it is

Resolved, that Chapter V§D5d be amended to strike this section in its entirety; and it is

Resolved, that Chapter V§D5e (now labeled V§D5d) be amended to strike the words “Other
Faculty” and insert the words “Special Appointments”; and it is

Resolved, that Chapter V§D5e.i (now labeled V§D5d.i) be amended to strike the words
“Appointments to other faculty” and insert the words “Special appointments” at the
beginning of the paragraph; and it is

Resolved, that Chapter V§D5e.ii (now labeled V§D5d.ii) be amended to insert the words
“as stipulated in the contract or appointment letter” at the end of the paragraph; and it is
Resolved, that Chapter IX§D3 be amended to insert the words “references to “faculty” within this chapter refer to all faculty on regular appointments. For the purposes of election to shared governance committees,” after the words “Unless otherwise specified,”; and it is

Resolved, that Chapter IX§K5 be amended to insert the words “College bylaws shall not exclude, either explicitly or by omission, any faculty with a regular appointment from eligibility to be elected or appointed to a college committee on the basis of ranks, designation, or tenure status except for those performing shared governance functions specifically restricted by the Faculty Manual.” at the beginning of the paragraph; indent the remainder of the paragraph as a new sub-paragraph; and strike the words “Faculty, special faculty,” from said sub-paragraph; and it is

Resolved, that Chapter IX§L7 be amended to insert the words “Departmental bylaws shall not exclude, either explicitly or by omission, any faculty with a regular appointment from eligibility to be elected or appointed to a departmental committee on the basis of ranks, designation, or tenure status except for those performing shared governance functions specifically restricted by the Faculty Manual.” at the beginning of the paragraph; indent the remainder of the paragraph as a new sub-paragraph; and strike the words “Faculty, special faculty,” from said sub-paragraph.

This resolution will become effective upon approval by the Clemson University Executive Vice President for Academic Affairs and Provost and its inclusion in the Faculty Manual.

FINAL PROPOSED LANGUAGE
Chapter IV The Faculty
A. General Qualifications for Faculty Appointments
B. Appointment Types
1. All faculty shall receive an appointment letter that serves as an official record of their obligations, rights, and responsibilities while affiliated with the institution. Unless specified by the Faculty Manual, the type of appointment is independent of the designation or rank which a faculty member is conferred.
   a. Conditions of appointment shall be fully detailed in the letter of appointment, including at a minimum:
      i. The appointment rank;
      ii. The type and duration of the appointment;
      iii. The primary academic unit to which the faculty member is appointed, which will serve as the academic home for the purposes of annual review, reappointment, promotion, and tenure;
      iv. Any remuneration to be paid to the faculty member.

2. Regular Appointments
a. Faculty with regular appointments shall have all rights and responsibilities as members of the faculty of the institution, including voting membership. Regular appointments are full-time appointments in an academic unit that is under the jurisdiction of the Provost for individuals expected to have a permanent or continuing association with the university, subject to the policies in the Faculty Manual.

**NOTE:** For the purposes of appointment type, “full-time” shall mean full time, full time equivalent, or with a full time converted academic workload.

b. The primary responsibilities of those holding regular appointments are teaching, research, and service; or any combination thereof.

i. Individuals who have primarily administrative responsibilities hold special appointments, as described in **CHAPTER IV B.3.**, but resume their regular appointments upon termination of their administrative responsibilities.

c. Regular appointments shall be made in accordance with the policies and procedures for recruitment and appointment of faculty as described in **CHAPTER V B.5.**, and shall be reviewed by the appropriate TPR committee prior to the initial appointment and in accordance with the criteria and procedures outlined in the unit’s TPR guidelines and the Faculty Manual.

d. Regular appointments shall be renewable, and any renewal of appointment shall be reviewed by the appropriate TPR committee in the penultimate year of the appointment in accordance with the criteria and procedures outlined in the unit’s TPR guidelines and the Faculty Manual.

i. Faculty with regular appointments that will not be renewed shall be notified in advance in accordance with **CHAPTER V D.5.**

e. Faculty with regular appointments shall be reviewed for promotion by the appropriate TPR committee in accordance with the criteria and procedures outlined in the unit’s TPR guidelines and the Faculty Manual.

3. Special Appointments

a. Faculty appointed under other specific conditions aside from those restricted or characterized by a regular appointment shall receive a special appointment. Any appointment with duties and responsibilities that are modified from what is delineated in the Faculty Manual, shall be considered a special appointment and as such the faculty rank shall be appended with the appropriate modifier. Special appointments do not automatically confer rights and responsibilities as members of the faculty with regular appointments unless expressly granted in the college or unit bylaws.

b. Special appointments shall be for fixed terms and are made in accordance with the criteria and procedures outlined in the unit’s TPR guidelines.
The length of a special appointment may be subject to restrictions for the specific modifier that applies to the appointment, as described in Chapter IV C.3.

c. Special appointments may be renewable, in accordance with the criteria and procedures outlined in the TPR guidelines subject to any conditions specified in the appointment letter.

d. Faculty with special appointments that are conferred a faculty designation with a promotable path shall be reviewed for promotion in accordance with the criteria and procedures outlined in the unit’s TPR guidelines.

e. Academic administrators and any faculty member with primarily administrative duties shall receive a special appointment specifically delineating the terms, duties, and responsibilities for the position. A special appointment to an administrative position may supplement a regular appointment with specific modifications of rights and responsibilities.

C. Faculty Ranks Designations

1. Tenured and Tenure Track Faculty Ranks

   a. Regular appointments are full-time appointments in an academic unit that is under the jurisdiction of the Provost for individuals expected to have a permanent association with the university.

   a. All ranks within the tenured and tenure track faculty designation shall carry a regular appointment unless the duties and responsibilities are modified.

   b. These are tenurable appointments, except for the rank of Instructor.

   c. Until tenure is granted, regular tenure track appointments are for one-year terms.

      i. Non-renewal requires advance notice in accordance with Chapter V D.5.a.

   d. Tenured appointments are permanent appointments subject to post-tenure review in accordance with Chapter V G.

   d. Regular appointments carry voting membership in the University Faculty.

   e. Some individuals are assigned regular these faculty ranks without tenure in accordance with agreements between Clemson University and governmental entities such as the U.S. Army and Air Force ROTC units and the South Carolina Cooperative Fish and Wildlife Research Unit.

2. Other Faculty Ranks Designations

   a. Prior to making an offer of appointment, the department chair must receive verification of the existence and sufficiency of the funding supporting the appointment from the appropriate dean or the Provost.

   b. Conditions of appointment shall be fully detailed in the letter of appointment, including at a minimum.

      i. The appointment rank;

      ii. The department, school, center or institute to which the academic appointment applies;
iii. Any remuneration to be paid to the faculty member.

b. No other faculty appointments in other designations are tenurable nor carry any expectation of renewal, although appointments may be renewed.

c. Service in other faculty ranks normally does not count towards a tenure track faculty rank probationary period.

d. Specific procedures and standards for promotion and reappointment are set for in each department’s tenure, promotion and reappointment document.

e. Appointment of an individual to a tenured or tenure track rank from any other faculty designation must follow the personnel practices and procedures for appointment described in CHAPTER V B.

f. Research Faculty ranks, which include the titles of research professor, research associate professor, and research assistant professor (depending upon professional qualifications), may be assigned to persons engaged in full time research who have research as their principal assignment and are supported by a variety of mechanisms (internal and external sources).

i. The expectation is that 100% of salary support (including fringe benefits) is derived from grant and contract funds obtained by the research faculty member consistent with the terms of appointment.

ii. These positions are contingent upon the availability of external funds and adequate space; positions may be terminated upon expiration of external funding per the terms of the appointment letter.

iii. Terms of continuous employment when external funding is less than 100% will be documented in the departmental tenure, promotion and reappointment document, and will be contingent on plans for and contributions to the department’s undergraduate, graduate and public service programs that interface with their research or public service activities. Examples are participation in departmental seminars, research exposure with undergraduate and graduate students, provision for funding of graduate students, service on the graduate advisory committee, and public service activities related to the department’s mission.

g. Extension Faculty ranks, which include the titles of extension professor, extension associate professor, and extension assistant professor (depending upon professional qualifications), may be assigned to persons who have extension as their assignment and are supported by a variety of internal and external sources (including PSA funding);

i. The expectation is that 100% of salary support (including fringe benefits) is derived from grants and external funds obtained by the extension faculty member.
ii. These positions are contingent upon the availability of external funds and adequate space; positions may be terminated upon expiration of external funding per the terms of the appointment letter.

iii. Individuals holding these positions will be subject to annual review utilizing the faculty activity system for faculty continuance.

iv. Continuous employment will be based on departmental promotion and reappointment criteria, documented in the departmental tenure, promotion and reappointment document and will be contingent upon plans for and contributions to the department’s extension and/or public service programs.

v. Distribution of indirect costs or overhead generated shall follow University policy.

h. **Clinical Faculty**, which include the titles of clinical professor, clinical associate professor, clinical assistant professor, and instructor (depending upon professional qualifications) may be granted to persons of professional qualifications who perform teaching, research, service, or extension functions in a clinical environment and/or supervising students in an academic, clinical, or field settings in connection with an established program of the University.

i. **Lecturers**

   i. No person in a lecturer rank whose appointment begins after 15 May 2011 shall have administrative duties inconsistent with those of regular faculty.

   ii. Length of service in any lecturer rank is, itself, not a sufficient criterion for promotion in lecturer ranks. Instead, the process and criteria for promotion in lecturer ranks are determined by departments/schools and shall be described in their TPR guidelines and procedures.

   iii. **Lecturer** is the rank assigned to persons who have teaching as their primary job assignment.

   iv. **Temporary Lecturer** is assigned to individuals who receive limited duration appointments. These appointments shall be for one year or less and may be renewed.

   iv. **Senior Lecturer** is the rank which recognizes the efforts, contributions, and performance of those who combine effective instruction with additional significant contributions to the mission of the University.

   v. **Principal Lecturer** is the rank which recognizes the efforts, contributions, and performance of those who combine effective instruction with additional significant contributions to the mission of the University.

j. The title of **Professor of Practice** (or “Professor of Practice of [discipline]”) designates persons eminently qualified, experienced, and distinguished in their professions, but whose career paths and experiences have not been or are not primarily in the academy.
i. A Professor of Practice will contribute to a department’s, school’s, or college’s academic mission by sharing professional experiences through teaching or research activities.

ii. This appointment must be approved by the home department’s TPR committee.

iii. The appointee’s performance must be reviewed annually by the home department’s TPR committee.

k. The title of Post-Doctoral Research Fellow denotes an appointment for special research functions, typically in connection with externally funded research projects.

i. The individuals appointed granted these special appointments shall have the general qualifications for regular faculty appointment.

3. Modifiers

a. The Part-Time Faculty designation modifier is assigned to members of the faculty who have less than full normal workloads in teaching research, and/or public service. Such faculty may be appointed to the ranks of Instructor, Assistant Professor, Associate Professor or Professor a rank in any faculty designation, consistent with their qualifications and duties, with the modifier, “Part-Time”.

i. Such appointments are made for one semester or one year, and are renewable. Qualifications for rank at initial appointment and for promotion are the same as for regular faculty ranks the unmodified rank.

ii. These employees participate in the state retirement system, but appointments for less than three-quarters time do not carry any insurance or related fringe benefits, nor do they allow for reduced fees for enrollment in university courses.

b. The title of Visiting Faculty modifier denotes a temporary appointment of an individual engaged in a combination of teaching, research and/or public service for a term of one year or less, subject to limited renewals. Such faculty may be appointed to a rank in any faculty designation, consistent with their qualifications and duties, with the prefix, “Visiting”.

i. Visiting appointments are only appropriate in cases in which the association with the university is meant to be temporary and brief.

ii. The qualifications for visiting faculty appointments shall be comparable to those for appointment at the corresponding regular faculty unmodified rank.

c. The Temporary Lecturer modifier is assigned to individuals engaged exclusively in teaching who receive limited duration appointments. These special appointments are intended to address specialized or emergent teaching needs and shall be for one-year or less and may be renewed. Such faculty may only be appointed to the Lecturer rank, with the prefix, “Temporary”.

d. ROTC Faculty are Army and Air Force personnel, nominated by their respective services, who are approved by the University for special appointment to the faculty
of the Reserve Officer Training Corps program. Such faculty may be appointed to a rank in any faculty designation, consistent with their qualifications and duties, with the suffix, “ROTC”.

i. These appointments are generally for three-year terms.

ii. The appropriate faculty rank is determined by the qualifications of the individual.

e. The Adjunct Faculty modifier denotes a special advisory appointment. It may be assigned to individuals with no other Clemson University faculty appointment who bring needed expertise to the teaching, research, or public service programs of the University. Such faculty may be appointed to a rank in any faculty designation, consistent with their qualifications and duties, with the prefix, “Adjunct”.

i. The qualifications for adjunct faculty rank shall be comparable to those for appointment at the corresponding regular faculty unmodified rank.

ii. Adjunct appointments generally do not involve remuneration from the University; are for up to five years; are individually negotiated as to terms; and may be renewable.

iii. Adjunct appointments shall be limited to those making active contributions to the teaching, research or public service programs of the University, and must be approved and reviewed by the departmental TPR committee.

Chapter V Personnel Practices

D. Procedures for Reappointment, Tenure, and Promotion

5. Notification of Reappointment and Non-Reappointments

a. Tenure track faculty

i. The dean of the college shall notify tenure track faculty members of the terms and conditions of the renewal of their appointments no later than May 16.

(1) Salary notification may be delayed until after the General Assembly has acted because the University budget requires legislative approval.

ii. Written notice that a tenure track appointment is not to be renewed shall be given to the faculty member in advance of the expiration of the appointment, regardless of the stated term or other provisions of any appointment, according to the following schedule:

(1) Not less than three months in advance of the appointment’s expiration if the faculty member is in the first year of service;

(2) Not less than six months in advance if in the second year of service;

(3) At least 12 months before the expiration of an appointment after two or more years of service.

b. Lecturers Other one-year regular appointments

i. Written notice that a Lecturer one-year regular appointment for a person not on the tenure track, with three or fewer years of continuous service, as a Lecturer is to
be renewed or not renewed must be provided before July 15 for the following
August 15–May 16 term, regardless of the stated term or other provisions of any
the appointment, except for those contingent on external grant and contract
funds, to Lecturer.

ii. After May 16 following completion of four or more one-year terms of continuous
regular appointment as a lecturer, one year’s notice of non-renewal must be
provided, regardless of the stated term or other provisions of any the appointment,
except for those contingent on external grant and contract funds, to Lecturer.

iii. In cases in which there is non-reappointment or in which there is a discrepancy in
the recommendation for reappointment between the TPR committee and that of
the department chair, the department chair shall make the dean aware of the
situation. The dean, after meeting with the chair and with the committee to discuss
the situation, will render a decision.

c. Senior Lecturers Multi-year regular appointments

i. Written notice that a Senior Lecturer multi-year regular appointment is not to be
renewed shall be given to the faculty member by July 15 in the penultimate year
and at least 12 months before the expiration of the appointment, regardless of the
stated term or other provisions of any the appointment, except for those
contingent on external grant and contract funds, to Senior Lecturer.

(1) Should notice of non-reappointment not be given before this date, the Senior
Lecturer appointment shall be automatically reappointed renewed for an
additional term.

d. Principal Lecturers

i. Written notice that a Principal Lecturer appointment is not to be renewed shall be
given to the faculty member by July 15 in the penultimate year and at least 12
months before the expiration of the appointment, regardless of the
stated term or other provisions of any appointment to Principal Lecturer.

(1) Should notice of non-reappointment not be given before this date, the Principal
Lecturer shall be automatically reappointed for an additional term.

d. Other Faculty Special Appointments

i. Appointments to other faculty Special appointments do not require notice of non-
renewal since such appointments are for stated periods of limited association with
the university.

ii. The university does renew special appointments on a year-to-year basis in some
instances. In such cases the university endeavors to provide reasonable notice of
subsequent non-renewal, as stipulated in the contract or appointment letter.

Chapter IX Faculty Participation in University Governance
D. Faculty Participation in Shared Governance

3. Unless otherwise specified, references to “faculty” within this chapter refer to all
faculty on regular appointments. For the purposes of election to shared governance
committees, the faculty who are accorded voting rights in accordance with college bylaws will be considered the electing body.

K. Faculty Participation in College Governance

5. College bylaws shall not exclude, either explicitly or by omission, any faculty with a regular appointment from eligibility to be elected or appointed to a college committee on the basis of rank, designation, or tenure status except for those performing shared governance functions specifically restricted by the Faculty Manual.

a. Membership on college committees need not be confined to faculty, except when specifically noted in the Faculty Manual; Faculty, special faculty, student and/or staff representation shall be provided for wherever appropriate.

L. Faculty Participation in Departmental Governance

7. Departmental bylaws shall not exclude, either explicitly or by omission, any faculty with a regular appointment from eligibility to be elected or appointed to a departmental committee on the basis of rank, designation, or tenure status except for those performing shared governance functions specifically restricted by the Faculty Manual.

a. Membership on departmental committees need not be confined to faculty, except when specifically noted in the Faculty Manual; Faculty, special faculty, student and/or staff representation shall be provided for wherever appropriate.
FACULTY SENATE RESOLUTION 202408

Policy Committee Approval: April 30, 2024
Faculty Senate Consideration (proposed): June 11, 2024

Topic: “TPR Criteria and Committee Membership”

Whereas, Clemson University makes provision for faculty participation in planning, policymaking, and decision-making with regard to academic matters; and

Whereas, the University also provides for such participation in matters of pertaining to academic policies, procedures, and practices at the university level; and

Whereas, the membership of the Faculty, as defined in the Constitution of the Faculty of Clemson University, was amended in the fall of 2023 to include all faculty who perform teaching, research, and service, or any combination thereof rather than specific faculty ranks or designations; and

Whereas, Policy Committee Report 202323 (PCR202323), accepted by the Faculty Senate on May 14, 2024, defined the rights and responsibilities of faculty on regular appointments, including to participate in peer review of other faculty; and

Whereas, the Faculty Manual Chapter V describes the policies and procedures for faculty to participate in peer review for the purposes of appointment, reappointment, promotion, and tenure; and

Whereas, the policies and procedures therein currently limit who may participate in these peer review processes by restricting the membership of Tenure, Promotion, and Reappointment (TPR) Committees to tenured and tenure-track faculty; and

Whereas, Policy Committee Report 202319 (PCR202319) recommended the Faculty Manual be updated to grant eligibility for membership on TPR committees to all regularly appointed faculty and to ensure peer representation on such committees; and

Whereas, the conclusions and recommendations of PCR202319 were accepted by the Faculty Senate on May 14, 2024; and

Whereas, amendments to the Faculty Manual must be made in order to affect the recommendations of PCR 202319; it is therefore

Resolved, that Chapter V§D1b of the Faculty Manual be amended to insert the words
“subject to the restriction that voting on the standards for the granting of tenure is limited to tenured faculty” at the end of the paragraph; and it is

Resolved, that Chapter V§D1.e.iv of the Faculty Manual be amended to strike the word “the” and insert the word “a” at the beginning of the paragraph; to insert the words “issuing a recommendation for reappointment, promotion, or tenure” after the words “TPR committee”; and insert the word “voting” before the word “members”; and it is

Resolved, that Chapter V§D1e of the Faculty Manual be further amended to strike the entirety of the subsections ii and iii and insert the following text in their place:

“ii. The departmental TPR document must include procedures for selecting the TPR committee chair, subject to the following restrictions:

(1) The TPR committee chair shall not be appointed by the department chair.

(2) If the TPR committee chair is elected, either by the members of TPR committee or by the entire departmental faculty, eligibility to vote in the election shall not be restricted by faculty rank, faculty designation, or tenure status.

(3) If the TPR committee discusses and makes recommendations on a personnel decision for which the TPR committee chair is not eligible to participate or vote because of their rank, designation, or tenure status, they shall serve in a non-voting capacity.

iii. Individuals who, as administrators, have input into faculty personnel decisions such as appointment, tenure, and promotion shall not be eligible for membership or voting rights on any TPR committee.

iv. For a TPR committee making recommendations for tenure, eligibility for voting rights shall be limited to tenured faculty. Eligibility for non-voting membership for faculty of other designations shall be specified in the departmental TPR document.

v. For a TPR committee making recommendations for promotion to a faculty rank, all departmental faculty at that rank or higher, within the same faculty designation, shall be included among those eligible for membership and voting rights and the departmental TPR document shall ensure representation of these ranks. Eligibility for membership and voting rights for faculty of other ranks and designations shall be specified in the departmental TPR document.

vi. For a TPR committee making recommendations for reappointment to a faculty rank, all departmental faculty at a higher rank, within the same faculty designation, shall be included among those eligible for membership and voting rights and the departmental TPR document shall ensure representation from
These ranks. Eligibility for membership and voting rights for faculty of other ranks and designations shall be specified in the departmental TPR document.”

This resolution will become effective upon approval by the Clemson University Executive Vice President for Academic Affairs and Provost and its inclusion in the Faculty Manual.

FINAL PROPOSED LANGUAGE

Chapter V Personnel Practices

D. Procedures for Reappointment, Tenure, and Promotion

1. Guidelines for Department TPR documents, policies and procedures

b. Departmental faculty determine the tenure, promotion, and reappointment standards, as well as procedures for selecting the TPR committee and the procedures the committee must follow beyond those stipulated in the Faculty Manual, subject to the restriction that voting on the standards for the granting of tenure is limited to tenured faculty.

c. These standards and procedures will be stipulated in a department’s TPR document that is distinct from department or unit bylaws.

d. The TPR document containing written policies, procedures, and committee structures must be approved by the departmental faculty, department chair, college dean, and Provost.

e. Departmental policies must include the following requirements for TPR committee structure:

i. TPR committees shall be composed as defined in the department TPR document, subject to the restriction that committee members shall not be appointed by the department chair.

ii. Limiting voting rights on a TPR committee making recommendations concerning tenure to tenured faculty members excluding individuals who, as administrators, have input into faculty personnel decisions such as appointment, tenure, and promotion.

iii. Limiting voting rights on a TPR committee making a recommendation concerning promotion to rank or appointment at a rank to faculty with equivalent or higher rank.

ii. The departmental TPR document must include procedures for selecting the TPR committee chair, subject to the following restrictions:

(1) The TPR committee chair shall not be appointed by the department chair.

(2) If the TPR committee chair is elected, either by the members of TPR committee or by the entire departmental faculty, eligibility to vote in the election shall not be restricted by faculty rank, faculty designation, or tenure status.

(3) If the TPR committee discusses and makes recommendations on a personnel decision for which the TPR committee chair is not eligible to participate or vote
because of their rank, designation, or tenure status, they shall serve in a non-voting capacity.

iii. Individuals who, as administrators, have input into faculty personnel decisions such as appointment, tenure, and promotion shall not be eligible for membership or voting rights on any TPR committee.

iv. For a TPR committee making recommendations for tenure, eligibility for voting rights shall be limited to tenured faculty. Eligibility for non-voting membership for faculty of other designations shall be specified in the departmental TPR document.

v. For a TPR committee making recommendations for promotion to a faculty rank, all departmental faculty at that rank or higher, within the same faculty designation, shall be included among those eligible for membership and voting rights and the departmental TPR document shall ensure representation of these ranks. Eligibility for membership and voting rights for faculty of other ranks and designations shall be specified in the departmental TPR document.

vi. For a TPR committee making recommendations for reappointment to a faculty rank, all departmental faculty at a higher rank, within the same faculty designation, shall be included among those eligible for membership and voting rights and the departmental TPR document shall ensure representation from these ranks. Eligibility for membership and voting rights for faculty of other ranks and designations shall be specified in the departmental TPR document.

vii. The TPR committee issuing a recommendation for reappointment, promotion, or tenure must have a minimum of three voting members.

(1) When three-member composition is not possible given the size of a department, use the procedures outlined in CHAPTER V D.2. a.ii.