



Northern Kentucky University
Highland Heights, Kentucky 41076

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DEANS OFFICE
ARTS AND SCIENCES

OFFICE OF THE PROVOST

MEMORANDUM

November 4, 1985

To: Leon E. Boothe

Fr: Lyle A. Gray *LAG*
Linda L. Dolive *LD*

Re: Salaries for Faculty and Academic Administrators

We are writing on behalf of the Council of Deans who at their October 15 meeting would like to make the following recommendations concerning faculty and academic administrators' salaries:

1. Faculty and academic administrators' salaries will be 100% discretionary increases for the next three years with such policy to be reviewed at the end of three years for possible alteration or continuation.
2. Deans will be charged with coordinating a setting of standards by department for satisfactory, good and outstanding performance so that faculty have a sense of the evaluation categories/yardsticks being used.
3. We will no longer use the phrase, merit, but instead use the phrase, discretionary increases.
4. There will be no minimums or maximums during this period of time.

jrm

cc: Council of Deans

We understand the position of the university in rendering in writing reasons for the denial of tenure, promotion, reappointment with difficulties, and nonreappointment. There is always the possibility of legal liability incurred by the university and by those faculty who have rendered an unfavorable decision.

We appreciate the need to protect both the university and faculty who are intimately involved in the RPT process, while at the same time we wish to support and encourage faculty who are applying for promotion or for reappointment. Therefore, we are suggesting the following revisions in the current process which we hope will provide reasonable feedback for applicants for promotion and reappointment and will provide adequate legal protection for participating faculty and the university. This process reinforces the concept of collegiality which we hold to be a positive value.

The Faculty Handbook reads ~~the following~~^S: (pp. 21-22)

2. Responsibilities and Procedures.

- a. The chairperson of the department committee will forward to the department chairperson the candidate's reappointment and tenure and promotion file along with the committee's recommendations. These recommendations shall be made in writing and shall simply state whether the recommendations are positive or negative.
- b. The department chairperson will submit a simple positive or negative recommendation to the appropriate dean along with the departmental committee recommendation and the candidate's file.
- c. The department chairperson may request a meeting with the department committee, prior to rendering a decision, so as to ascertain (through discussion) the reasons for the committee's action.
- d. The appropriate dean will submit a simple positive or negative recommendation to the Provost, along with the previous recommendation of the department committee and the department chairperson, and will include the candidate's promotion and tenure file. The dean may consult with the department committee and/or the department chairperson (and the Provost may consult with the dean) before rendering a decision.

F. Types of Probationary Appointments

1. Two categories of probationary appointments shall exist:
 - a. Continued probation and
 - b. Continued probation with difficulties. It is incumbent upon the party recommending continued probation with difficulties to orally communicate those difficulties to the faculty member.

2. Responsibilities and Procedures.

- a. The chairperson of the department committee will forward to the department chairperson the candidate's reappointment and tenure and promotion file along with the committee's recommendations. These recommendations shall be made in writing. Tenure recommendations shall simply state whether the recommendations are positive or negative. Reappointments and reappointment, with difficulties, and promotion recommendations may have accompanying written reasons. Fulfillment of stated deficiencies at any level will not guarantee reappointment or promotion.
- b. The department chairperson will submit a simple positive or negative recommendation regarding tenure to the appropriate dean. She/he will submit recommendations regarding reappointment and promotion which may have accompanying written reasons. These recommendations will be submitted along with the departmental committee recommendations and any written reasons to the appropriate dean along with the candidate's file.
- c. The department chairperson may request a meeting with the department committee, prior to rendering a decision, so as to ascertain (through discussion) the reasons for the committee's action.
- d. The appropriate dean will submit a simple positive or negative recommendation regarding tenure to the Provost. The dean will submit recommendations regarding reappointment and promotion which may have accompanying written reasons. These recommendations will be submitted along with the previous recommendations of the department committee and the department chairperson and written reasons along with the candidate's file. The dean may consult with the department committee and/or the department chairperson (and the Provost may consult with the dean) before rendering a decision.

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 - b. Continued probation with difficulties. It is incumbent upon the party recommending continued probation with difficulties to communicate in writing those difficulties to the faculty member. Fulfillment of stated deficiencies at any level will not guarantee reappointment.