Faculty Council Charge to Committee on Non Tenure-Track Instructional Staff

Committee:
Chair: Anthony Schuman (CoAD)
Members: Ed Bishof, Administration
Serena Branson, Office of the Dean, CCS
John Esche, Jon Curley and Rolanne Henry, University and Senior University Lecturers, CSLA
Nancy Jackson, Professor, CSLA
Anthony Schuman, Associate Professor, CoAD
Marek Sosnowski, Professor, NCE
Jack Wagner, Adjunct, SOM

The goal of this committee is to understand how non tenure-track instructional staff are deployed, what role they have in delivering the curriculum, how they are managed, and how they contribute to the overall quality of education at NJIT. The focus of this committee is on adjunct instructors, people in research appointments and, for non-contractual issues, university lecturers.

Phase 1:
a) Identify university-wide practice for non-tenure-track faculty (adjuncts, university lecturers, and people on research appointments) on hiring, teaching evaluations, and decisions on retention or non-renewal. This information will be based on surveys and interviews with faculty and administrators charged with these responsibilities.
   
   Status: completed

b) Identify university-wide practice for non-tenure-track faculty (adjuncts, university lecturers, and people on research appointments) regarding resource allocation, including office space, computer(s), and access to telephone, printers, and copying machines.
   
   Status: completed

b) Based on this information, propose a university-wide policy regarding the provision of resources, and the hiring, evaluation and retention of non tenure-track faculty (adjuncts, university lecturers, and people on research appointments).
   
   Timetable: to complete spring semester 2013

Phase 2:
a) Understand how and by whom the current curriculum is delivered:
   
   Process: request from provost a spreadsheet of all faculty and instructional staff, from Distinguished Professors through adjunct instructors, in all departments for the current academic year (fall 2011 and spring 2012) indicating their teaching load by credit hours, contact hours, course number, and administrative or research-based released time.
   
   Status: complete

b) Consider the anticipated future role of non tenure-track faculty (adjuncts, university lecturers, and people on research appointments) in context of departmental (college) plans.
for growth in terms of extent and level of curriculum to be covered by non tenure-track instructors.

Timetable: *findings and recommendations from data to be issued spring semester, 2013*

**Phase 3** (should work of this committee or replacement committee be extended):

a) Consider the budget impact of future staffing strategy based on current salaries for non tenure-track faculty (adjuncts, university lecturers, and people on research appointments);

b) Review adjunct salaries across NJIT departments and at comparable universities and examine budget impact of possible increase in adjunct compensation.