

Date: December 1, 2014
To: Academic Senate Committees
From: Divisional Chair Andre' Knoesen
Subject: Academic Senate Review: Teaching Professor Working Title Proposal

During summer session, I became aware that College of Biological Sciences was interested in using the working title "Teaching Professor" when recruiting Lecturer-Security of Employment (LSOE) and Lecturer-Potential Security of Employment (LPSOE). The College of Biological Sciences (CBS) Faculty Executive Committee (FEC) Chair provided a proposal for review by the Academic Senate.

While this proposal is generated by CBS, if the campus allows use of the working title proposed, it will be allowed across the campus. Therefore, committees are asked to evaluate the proposal and provide feedback concerning use of the "Teaching Professor" working title.

The review packet includes:

1. CBS FEC provided a proposal requesting use of the "Teaching Professor" Working Title.
2. CBS FEC provided additional background information to inform the consultation process.
3. As a result of Executive Council discussion, the Committee on Elections Rules and Jurisdiction (CERJ) was asked to review authority.
4. Proposal receipt acknowledgement. Communicated that the Vice Provost-Academic Affairs and Academic Senate Chair agreed the proposal impacted the campus.
5. A current draft of UC Davis APM 285 is provided for information only. The policy is not yet ready for formal campus review.

Attachments

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DEPARTMENT OF PLANT BIOLOGY
UNIVERSITY OF CALIFORNIA
DAVIS, CA 95616
PHONE: 530-752-0617
FAX: 530-752-5410

COLLEGE OF BIOLOGICAL SCIENCES

September 3, 2014

Professor Andre Knoesen
Chair, UCD Academic Senate
RE: Use of the title Teaching Professor for Lecturer PSOE

Dear Andre,

A few departments in the College of Biological Sciences will be hiring lecturers with potential security of employment (PSOEs) this year, with more to come in the following years. We would like to use the title "Teaching Professor" for these positions, but this must be approved by the Academic Senate. You wrote a letter to Frank McNally, the incoming chair of the CBS Faculty Executive Committee stating that you would be willing to bring a proposal of this nature from the CBS FEC and Dean's office to the Academic Senate. I am copying such a proposal below, which has been approved by the FEC and the Dean, James Hildreth.

We would like to be able to use the new Teaching Professor title in job ads that will go out for these positions this fall. We would be grateful if you would advise us whether there is anything we can do to expedite Academic Senate approval of our proposal for this purpose. In the best of worlds we would get this approval quickly and so could include the new title in ads going out in the next few weeks.

The proposal, which has been approved by both Dean Hildreth and the CBS Executive Committee, reads,

Job advertisements for Lecturer with potential for security of employment (PSOE) shall use the working title "Assistant Teaching Professor" to describe the position. Lecturers PSOE shall be allowed to list their title on syllabi, office doors, websites and letter heads as Assistant Teaching Professor, and Lecturers SOE as "Teaching Professor". This working title does not change the rights or responsibilities of Lecturers PSOE/SOE as described in APM210, 283, 285 and 615.

Thank you for your attention to this matter. Please let me know if there is anything you'd like for us to do to help bring this to the Academic Senate in a timely manner.

Yours,

Handwritten signature of Steven M. Theg in black ink.

Steven M. Theg
Chair, 2013-2014 CBS Faculty Executive Committee

Handwritten signature of James E.K. Hildreth in black ink.

James E.K. Hildreth, PhD, MD
Dean, College of Biological Sciences

Advantages of the working title "Assistant Teaching Professor" for Lecturer PSOE and the working title "Teaching Professor" for Lecturer SOE.

prepared by Frank McNally, Chair College of Biological Sciences Faculty Executive Committee

The Dean and all five departments within the College of Biological Sciences (CBS) have agreed to meet needs for teaching, curriculum design, and assessment for accreditation by hiring a limited number of Lecturers PSOE, in addition to new Assistant Professors. An Assistant Professor requires significant start-up costs, currently \$1,000,000, as well as laboratory space that the College does not have. A PSOE could devote significant time toward the assessment efforts required for WASC accreditation and development of innovative new teaching methods and classes. Lecturer PSOE's in CBS will also write and obtain education-oriented grants to support the college teaching mission. The current Associate Dean of Undergraduate Academic Programs in CBS is a Lecturer SOE as is the equivalent Associate Dean in the Division of Biology at UC San Diego. These examples are only given to emphasize that the expected contributions of Lecturer PSOE's are significantly greater than the expected contributions of a unit 18 Lecturer, the only other teaching title currently available. Unit 18 lecturers do not have permanent positions.

Currently, the College of Biological Sciences has an open search for three PSOE positions and the Department of Chemistry is interviewing for PSOE/SOE positions. Because the titles "PSOE/SOE" are not understood outside the UC system, or even within it, use of the working title "Teaching Professor" will increase the quality of the applicant pool, and the likelihood of recruiting the top candidates in a national search. The working title "Teaching Professor" also gives the individual a huge advantage in applications for education-oriented grants.

Regarding the Teaching Professor working title at UC San Diego: According to Kelly Lindlar, Director of Academic Policy UC San Diego, the teaching professor working title was one of several recommendations jointly agreed upon by the Senate Council and the Executive Vice Chancellor. She is currently making changes to UCSD's PPM 230-20 and PPM 230-28. According to her, these changes will appear in the online version of the PPM early in 2015. The UCSD Division of Biology website currently lists their SOE's as Teaching Professors.

http://biology.ucsd.edu/publicinfo/dwc?action=faculty_research_list

November 10, 2014

ANDRÈ KNOESEN, CHAIR

Davis Division of the Academic Senate

RE: Teaching Professor Working Title

You asked us to evaluate whether the Executive Council of the Academic Senate, Davis Division, has the power to approve the request set forth below:

Job advertisements for Lecturer with potential for security of employment (PSOE) shall use the working title "Assistant Teaching Professor" to describe the position. Lecturers PSOE shall be allowed to list their title on syllabi, office doors, websites and letter heads as "Assistant Teaching Professor," and Lecturers SOE as "Teaching Professor." This working title does not change the rights or responsibilities of Lecturers PSOE/SOE as described in APM210, 283, 285 and 615.¹

Brief Conclusion

- The Code of the Academic Senate does not expressly authorize or forbid use of the proposed designation. The Code does not make clear whether "working titles" for Senate members are permissible at all and if so, what role the Senate or its committees plays in approving or disapproving them.
- Although the Code does not expressly authorize use of working titles, it is likely that the Senate, through its committees (including the relevant faculty), can approve the use of working titles under its general authorization to "organize" faculties, "govern []" colleges and schools, and adopt rules and regulations consistent with the Code of the Academic Senate. This conclusion is based on the assumption that the administration agrees with the use of the working title, and we express no opinion about any other scenario.
- It is appropriate for Executive Council to give advice on whether the use of the working title here is desirable or undesirable as a matter of general policy.
- It may be advisable to get input from the CAP Oversight Subcommittee.

¹ It is our understanding that APM 615 was merged into APM 610, effective July 1, 2014.

Because the administration and relevant department are seeking the advice of Executive Council here, we express no opinion on whether the final decision to use the working title is reserved on the one hand to the administration or, on the other, to the department itself.²

We express no opinion on potential legal or political ramifications of the use of this designation, or on whether use of the proposed designation is consistent with the Academic Personnel Manual or is appropriate as a matter of Senate or University policy.

Scope of Review

We have reviewed the Code of the Academic Senate, including the Standing Orders of the Regents, the systemwide Academic Senate bylaws, regulations, and legislative rulings, the Davis Division bylaws and regulations, and the bylaws and regulations of the Schools and Colleges of the Davis Division. We have also reviewed prior legislative rulings and advice issued by the Davis Division CERJ.

Although authoritative interpretation of the Academic Personnel Manual is outside our jurisdiction, we have reviewed the systemwide APM, as well as UC Davis-specific APM provisions and the Regents Policies, for context and to aid our understanding.

Because this is a matter of first impression where the text of the Code of the Academic Senate offers little express guidance, we emphasize the description of CERJ advice given by the University Committee on Rules and Jurisdiction: CERJ advice “suggest[s] the *likely* outcome should ... a Legislative Ruling be requested on the issues involved.”³

The Code of the Academic Senate Does Not Expressly Prohibit or Authorize the Use of the “Working Title” of “Teaching Professor”

The Code of the Academic Senate apparently does not use either the term “teaching professor” or the term “working title.” Moreover, we have located no provision in the Code that clearly prohibits (or authorizes) use of the “working title” of Teaching Professor or Assistant Teaching Professor using different words. We have also reviewed all instances of the use of the word “title” in the Code and found nothing relevant.

² See Standing Order of the Regents 105.2(c) (“The several departments of the University, with the approval of the President, shall determine their own form of administrative organization.”). The systemwide and Davis Divisional bylaws have similar provisions. ASB 50(A) provides, “The government of each college and school is vested in its Faculty, except as limited by the authority of the Divisional Graduate Council and the Coordinating Committee on Graduate Affairs. Each Faculty is directly responsible to the Division of which it is a committee.” ASB 55(B)(8) provides, “The tenured faculty members of a department shall establish the method by which personnel matters other than those listed in Paragraphs 1 to 6 of this Article B are determined. The method adopted must have the approval of the divisional Committee on Academic Personnel or its equivalent.” Similarly, DDB 137 provides, “Each Faculty is authorized to organize, to select its officers and committees, and to adopt any procedural rules and regulations consistent with Bylaws and legislation of the Academic Senate and the Davis Division.”

³ Systemwide Legislative Ruling 12.93B (emphasis added).

General Grants of Authority Probably Authorize the Senate, Through Its Committees, to Approve Use of the Working Title

In general, the President of the University is to “consult” with the Senate on actions to “appoint” Lecturers with Security of Employment.⁴ The scope of this duty to consult is not expressly limited.

Moreover, “[t]he government of each college and school is vested in its Faculty,”⁵ and each Division has the authority to “organize ... and to adopt for the conduct of its business rules and regulations not inconsistent with the Bylaws and Regulations of the Academic Senate.”⁶ Finally, the Senate has authority to “determine the membership of the several faculties and councils.”⁷

The language of these general grants of authority seems broad enough to encompass the matter at hand. Although the scope of these general provisions is certainly open to debate, we believe that a complete analysis leading to a Legislative Ruling probably would conclude that the Senate, through its committees (including the relevant faculty) could authorize the use of the working title as requested here.

There is at least one precedent for Senate approval of the use of titles that could be considered “working titles”⁸ for Senate members. The Senate, through the Committee on Academic Personnel – Oversight Subcommittee has consulted with the administration on the use of the title “Distinguished Professor,”⁹ although we have not been able to determine whether the Senate was involved with the creation of the title.

Executive Council Advice Is Appropriate

⁴ SOR 100.4(c). Although the appointments here are for Lecturers PSOE, it appears that they are intended to lead to the possibility of security of employment and thus potentially fall within the duty to consult. *See also* ASB 195 (University Privilege & Tenure Committee to “[a]dvise the President, the Academic Senate and its Divisions, and the Divisional Privilege and Tenure Committees on general policies involving academic privileges and tenure.”).

⁵ ASB 50(A). ASB 50(A) contains exceptions that apparently are not applicable here. *See also* DDB 137 (“Each Faculty is authorized to organize, ... and to adopt any procedural rules and regulations consistent with Bylaws and legislation of the Academic Senate.”).

⁶ ASB 310; *see also* ASB 50(B) (“Except as otherwise provided, each Faculty may organize ...”).

⁷ SOR 105.2(c); *see also* ASB 305 (“Each Division shall determine its membership in accordance with this Section of the Bylaws and the Standing Orders of the Regents.”); DDB I.A (“The Davis Division ... shall have authority to organize .. and to adopt for the conduct of its business rules and regulations not inconsistent with the Bylaws and Regulations of the Academic Senate and the Standing Orders of the Regents of the University of California.”).

⁸ The terms “Research Professor” and “Distinguished Professor” are in use on the Davis campus. The administration’s Academic Affairs website describes “Research Professor” as a “payroll title” and “Distinguished Professor” as an “honorary title.” We were unable to locate any of these titles – “Research Professor,” “Distinguished Professor,” “payroll title,” or “honorary title” – in the Code of the Academic Senate.

⁹ *See* Memorandum from William H. Casey, Chair, Committee on Academic Personnel to Vice Provost Barbara A. Horwitz, July 29, 2009 (concluding that “above scale faculty can use the ‘Distinguished Professor’ title indefinitely.”).

The power of the President of the University to “appoint” University employees is qualified by an instruction to “consult with a properly constituted advisory committee of the Academic Senate” when the action involves a “Lecturer with Security of Employment.”¹⁰ The position in question here is designed to lead to possible appointment as a Lecturer with Security of Employment, so Senate consultation seems appropriate.

It appears that the Executive Council is a “properly constituted advisory committee” of the Senate in this respect. The Council is to “serve as liaison between the Division and the Davis campus Administration,”¹¹ to “facilitate and expedite consultations between the administration and appropriate committees of the Division,”¹² and to “attempt to anticipate emerging problems and to take measures to cope with them before they become urgent.”¹³

CAP Oversight Input May Be Desirable

As noted, the Committee on Academic Personnel - Oversight Committee gave advice in 2009 on the question whether the title Distinguished Professor could expire. It may be appropriate to ask CAP - Oversight for advice here, given that several of its duties seem relevant: The subcommittee is charged with “consulting regularly with the Executive Council on policy regarding academic personnel,”¹⁴ as well as “striv[ing] to maintain consistent personnel standards within the Division,”¹⁵ and “confer[ring] with and advis[ing] the Chief Campus Officer on all matters of general policy regarding academic personnel.”¹⁶

Sincerely,



John Hunt, Chair
Committee on Elections, Rules and Jurisdiction

Cc: Gina Anderson, Executive Director, Davis Division of the Academic Senate

¹⁰ Standing Order of the Regents 100.4(c).

¹¹ DDB 73(C).

¹² DDB 73(C)(2).

¹³ DDB 73(C)(4).

¹⁴ DDB 42(B)(5).

¹⁵ DDB 42(B)(1).

¹⁶ DDB 42(B)(4).

September 3, 2014

DEAN HILDRETH
FACULTY EXECUTIVE COMMITTEE CHAIR McNALLY
College of Biological Sciences

Re: Teaching Professor Working Title Proposal

Thank you for the Teaching Professor working title proposal (copy enclosed). Your proposal requested expedited review. I am happy to take the proposal to the first Executive Council meeting for initial discussion.

I have discussed the proposed use of the "Teaching Professor" working title with Vice Provost Stanton. She informs me other deans have also expressed interest in using the working title. Vice Provost Stanton indicated she believes use of the working title is a campus-wide issue; and I agree.

We will be back in touch if there are questions and plan to provide advice late fall quarter 2014.

Sincerely,



André Knoesen, Chair
Davis Division of the Academic Senate
Professor: Electrical and Computer Engineering

Enclosure

cc: Provost and Executive Vice Chancellor Hexter (w/enclosure)
Vice Provost-Academic Affairs Stanton (w/enclosure)
Former CBS Faculty Executive Committee Chair Theg (w/enclosure)

Appointment and Promotion

Section UCD-285, Lecturer with Security of Employment Series

Date: 11/15/14 **NEW-- DRAFT**

Responsible Department: Academic Affairs

Source Document: [UC-APM 285](#)

285-2 Purpose

This section clarifies additional criteria and policy concerning the Lecturer with Security of Employment series.

285-10 Criteria

I. Criteria Applying to All Appointments and Advancements

All titles within the series require advanced expertise in a primary discipline and either the potential for excellence in teaching, or demonstrated excellence in teaching, within that discipline. Excellence in communication skills is required at all levels.

Appointment at all levels requires extensive disciplinary expertise that can be used to achieve highly effective teaching. Clearly demonstrated evidence of excellent teaching and pedagogical innovation are essential criteria for appointment to a position with security of employment, advancement in the series, and promotion.

See [APM 210-3.c](#) for criteria that are intended to serve as “guides for minimum standards” for teaching excellence by which to evaluate Lecturer with Security of Employment and Senior Lecturer with Security of Employment candidates. Reviewers should consult that policy section carefully for examples and criteria, while also considering the following indicators of excellence, innovation and leadership in Teaching and Learning, Professional Achievement and Activities, and University and Public Service.

Materials submitted in support of an appointment, merit increase, or promotion shall provide a comprehensive assessment of the candidate's qualifications and performance in the areas specified below:

a. Teaching and Learning

Lecturers with Security of Employment are expected to maintain a continuous and growing command of their disciplinary subjects, while demonstrating the ability to foster an inclusive and stimulating learning environment in which students gain knowledge of the subject and develop their ability to apply critical thinking, evidence, creativity, and problem-solving to advance the subject area. Peer review of teaching is required for promotion.

Further evidence of excellence and scholarly creativity in teaching may include one or more of the following:

- Pedagogical or curricular innovation, including: the development of new instructional materials such as audio-visual units, online course materials; major curricular revisions; introduction of innovative teaching techniques; development of online or hybrid courses.
- Use of longitudinal measurements to demonstrate impacts of the candidate's teaching on gains in mastery of course content, changes in attitude towards content, improvement in critical thinking or development of stronger communication skills.
- Demonstration of reflective practice, including the informed use of data to monitor and assess student learning. Descriptions of these efforts should include the reasoning for adopting

specific teaching approaches, how feedback from students was solicited and used, and the rationale for instituting changes in teaching.

- Peer review of teaching by faculty, including evaluation of classroom and online materials. Knowledgeable peer reviewers may be selected from inside or outside the department by the department chair (or his or her designate).

See [APM 210-3.c](#) for additional examples of judging the effectiveness of a candidate's teaching.

b. Professional Achievement and Activities

Appointment and advancement to higher levels within the Lecturer with Security of Employment Series require evidence of professional growth in disciplinary teaching and learning. Evidence for such growth may include some or all of the following professional contributions and attainments.

- i. Research and publication on pedagogy, including the writing and substantial updating of published textbooks, and leadership in seeking or awarding funding from internal and/or external sources that are focused on pedagogy.
- ii. Research and publication in the candidate's subject-matter discipline. When describing such work, department chairs should give special attention to how this work has enhanced the candidate's teaching.
- iii. Activity in professional organizations or in other settings that demonstrates the candidate's excellence or leadership in teaching and that contributes to his or her teaching effectiveness at UC Davis.
- iv. Academic leadership within the University. A Lecturer SOE or Senior Lecturer SOE who serves as department or program chair is entitled to the same recognition accorded ladder-rank faculty who serve in this role (see APM 245-11). Academic leadership in other roles should be recognized similarly, especially when such leadership provides evidence of innovative professional contributions. Examples of such accomplishments include leadership in reforming curricula, the development of innovative advising programs, or creation of new programs establishing links to public schools.

c. University and Public Service

Evidence of university and public service may involve some or all of the following contributions:

- i. Service (with dates and responsibilities identified) in departmental, college, Academic Senate and administrative capacities. Evaluation of the quality of service and contributions made in these areas is expected.
- ii. Community (regional, state, national, international) service based upon professional expertise.
- iii. Contributions to UC Davis or UC student welfare.
- iv. Professionally based outreach to other educational entities such as K-12 schools, museums, clubs, etc.
- v. Communication to the public based on professional expertise.

II. Appointment

In addition to the criteria stated above, the following criteria should be considered for specific ranks and titles within this series.

- a. **Lecturer with Potential Security of Employment:** Candidates for positions with Potential Security of Employment should demonstrate the potential for excellent teaching and pedagogical innovation. Evidence of past experience as an instructor or co-instructor for a course is highly desirable for appointments to the LPSOE rank, although the hiring department and review committees may evaluate other attributes as indicators of promise in teaching.
- b. **Senior Lecturer with Potential Security of Employment:** Appointment to the SLPSOE title would be appropriate for a candidate with considerable disciplinary or professional experience and the potential for excellent contributions to teaching in the context of the hiring unit. A candidate with distinguished academic qualifications or credentials who is currently employed in a non-academic setting, such as industry, national laboratories, non-profit institutions, judicial practice, government service, etc., and who has excellent communication skills but no substantial university teaching experience, may be a candidate for a SLPSOE position.
- c. **Lecturer with Security of Employment:** Proven excellence as a lead instructor and educational innovator are expectations for appointment made with security of employment. **Senior Lecturer with Security of Employment:** Appointees must have an extensive record of outstanding university teaching, as well as demonstrated leadership and national or international recognition for teaching and learning innovation, as described in more detail below.

Appointment or advancement to Senior Lecturer SOE requires educational services of exceptional value to the University ([APM 285-10.b](#)). Candidates must have earned distinction in their professional endeavors comparable to the distinction earned by senior professors for their accomplishments in disciplinary scholarship. This means that candidates must provide evidence of professional accomplishments that have made them leaders in education.

The professional accomplishments required for appointment or promotion to Senior Lecturer SOE include substantial recognition in education, as demonstrated by evaluations provided by external letters of reference. Evidence of the candidate's strong impact or influence beyond the campus should be highlighted in recommendations for promotion to Senior Lecturer SOE.

- d. Appointment via change in title from a professorial position to the LSOE series, as outlined in [APM 285-10.d.\(2\)](#), requires the written consent of the faculty member. Demonstrated excellence in teaching and appropriate disciplinary expertise are expected for transfer to the Lecturer SOE or Senior Lecturer SOE titles for faculty formerly in the professorial series.

III. Merit or Promotion

- a. Advancement within these titles requires evidence of superior intellectual attainment in teaching and learning outcomes. Although extensive service to, or leadership in, education may require a reduction in teaching load, no other professional achievements may substitute for a continuing record of superior teaching.
- b. For Lecturers with Potential Security of Employment (LPSOE) and Senior Lecturers with Potential Security of Employment (SLPSOE), an appointee in these titles will be appraised as to the likelihood of promotion to Lecturer with Security of Employment (LSOE) or Senior Lecturer SOE (SLSOE) no later than the fourth year after appointment. Normal evaluation for promotion would occur at approximately year six,

but a candidate with exemplary performance can be promoted sooner. If employed at more than half-time, the appointment will be terminated if the faculty member is not promoted to LSOE or SLSOE within 8 years. See [APM 133-0 b.](#) for information regarding other academic titles that count toward the 8-year limit for this title series. See [UCD 220](#) for policy and review procedures.

- c. Excellent teaching is expected of all Lecturers SOE and Senior Lecturers SOE. Such teaching cannot by itself, justify continuing advancement within these series. Lecturers SOE are also expected to demonstrate continued professional growth and enhancement of their value to the University, particularly their value to the institution's instructional programs.
- d. Advancement to Senior Lecturer SOE requires educational services of exceptional value to the University ([APM 285-10.b](#)). Candidates must have earned distinction in their professional endeavors comparable to the distinction earned by senior professors for their accomplishments in scholarship. This means that candidates must provide evidence of professional accomplishments that have made them recognized professional leaders in education.
- e. The professional accomplishments required for advancement to Senior Lecturer SOE must have brought substantial recognition in education, as demonstrated by evaluations provided by external letters of reference. Evidence of the candidate's strong impact or influence beyond the campus should be highlighted in recommendations for promotion to Senior Lecturer SOE.
- f. Advancement to levels of Senior Lecturer SOE that are above the system-wide salary scale is unusual and is reserved for individuals who have achieved great national or international distinction for notable professional achievements in higher education. The title of Distinguished Senior Lecturer should be accorded to these individuals.
- g. Promotion of candidates to the rank Lecturer SOE and Senior Lecturer SOE, as well as merit advancement within these ranks, is governed by additional criteria established in [APM 210-3](#) and [APM 285](#). See [UCD 220](#) for policy and review procedures.

285-80 Review Procedures

- a. Review procedures and checklists for appointment and advancement actions are located in [UCD 220](#).
- b. See [APM 285-17](#) and [APM 285-18](#) for the period of review for the titles within this series.
- c. For a normal review period of 2 years, a regular merit advancement will result in a salary increase of 2 increments on the UC System-wide Salary Scale for Lecturers and Senior Lecturers with Security of Employment, Table 10-B. For a normal review period of 3 years, a regular merit advancement will result in a salary increase of 3 increments. For a normal review period of 4 years, a regular merit advancement will result in a salary increase of 4 increments.
- d. Unusual academic achievement leading to approval of accelerated advancement will result in increases of additional salary increments, according to the *Guidelines for Advancement Under the Step Plus System for the Lecturer SOE series* (link will be provided).