

Teaching Assistant/Associate/Full Professor of the Catholic Intellectual Tradition

Context:

The SHU Strategic Plan, [Harvest Our Treasures](#), calls on us to “study, recommend, and implement a plan to address synergies, collaborations, and staffing needs in the Catholic Studies Department, the Core Signature Courses, and the University Honors Program” (1.2.1). The Provost accordingly convened a committee (the “Phase 1” task force) in Spring 2021 to collate all existing recommendations, disagreements, and data on these related programs. Throughout the next year or two, the Provost’s Office will be implementing changes and presenting proposals for change, according to the proper governance channels, to resolve longstanding governance and staffing issues in these programs to improve their effectiveness and faculty wellbeing.

The task force presented a clear mandate to incorporate the Core Fellows into the *Faculty Guide*, and thereby to allow these colleagues to participate fully in shared governance, provide them opportunity for promotion that credits their scholarly activity, and give them clear and reasonable expectations for continued employment. Although the continuous turnover of new fellows could contribute to renewing the intellectual vitality of the University across a range of related but different fields, maintaining a consistent group of teachers and active scholars in the Catholic Intellectual Tradition affords experience and stability to the Core, serves our Academic Vision by promoting and disseminating knowledge in this interdisciplinary field, and ensures the University can staff Core classes with appropriately qualified faculty with active research agendas and terminal degrees. A group of qualified and research-active CIT faculty can contribute to other CIT programs at the University, including Honors and Catholic Studies, which are not technically departments and therefore struggle to staff courses reliably because they have not been able to make hires of their own, particularly the research-active hires that legitimate advanced courses require.

The Provost’s Office affirms the goals of hiring more tenure-track faculty and staffing more Core, Honors, and Catholic Studies courses with tenured and tenure-track faculty across the disciplines, and the RCM adjustments made in Fall 2021 should help achieve that latter goal by incentivizing Deans to assign tenured faculty to teach in these programs, which serve the whole University; but we also recognize that teaching Core 1, Core 2, Catholic Studies, and Honors and sustaining the Catholic Intellectual Tradition at the University experienced and permanent faculty devoted to teaching and scholarship in this interdisciplinary field, which is not housed in any single department.

The Provost therefore proposes the creation of a new faculty line in the *Faculty Guide*: Teaching Faculty of the Catholic Intellectual Tradition, with the ranks of Assistant/Associate/Full **Teaching Professor** of the Catholic Intellectual Tradition, similar in renewals and promotion opportunities to the existing clinical line for nursing faculty. This line would be eligible for promotion and renewals, contingent on enrollments and performance, but otherwise unlimited. This line would NOT be eligible for tenure or sabbaticals. The details of the proposed new line are detailed below.

Appointment:

Adjustments to the *Faculty Guide* would allow the appointment of ONLY THIS SPECIFIC CATEGORY of Faculty to the “Department of the Core,” even though the Core is not technically a department because it is presently housed outside of a College. Such adjustments do not preclude potential future changes in Core structure/governance/location.

Hiring:

Hires for Teaching Faculty would require a national search, as well as a PhD and scholarly agenda in a field related to CIT (Religion, Philosophy, History of Catholic Church, Literature and Theology, etc.).

The Director of the Core would fulfill the functions of “Dean” and “Department Chairperson” in the hiring process.

Search committees shall include tenured and tenure-track faculty from multiple disciplines who teach at least 6 credits in Core 1, Core 2, and/or Honors over the course of the current and three previous semesters (i.e., the semester in which the search begins and the three semesters, excluding summer, preceding it), as well as some existing Teaching faculty (when that is possible). Full-time representatives from the Department of Catholic Studies and University Honors Program shall serve on the hiring committees. Full-time faculty teaching in the Core in a given Academic Year would fulfill the roles typically performed by a department and college in hiring, renewal, and promotion into the Core, as set forth in Guide.

Rank:

Like existing Clinical Faculty, Teaching Faculty of CIT would have the opportunity to hold and be promoted to the following ranks, based on the criteria for the ranks in the *Faculty Guide* and the “Departmental Guidelines” (5.2.a.1) to be created by the Department of the Core and subject to approval by the Director of the Core and the Provost, and according to the process prescribed for promoting Clinical Faculty:

Assistant Teaching Professor of the Catholic Intellectual Tradition

Associate Teaching Professor of the Catholic Intellectual Tradition

Teaching Professor of the Catholic Intellectual Tradition

Like existing Clinical Faculty, promotion to these Teaching Faculty positions will come with expectations of scholarship and service but teaching excellence will take priority over publication and service in importance for these positions.

Compensation:

Salary and salary increases would be commensurate with equivalent ranks for tenure-track faculty in related fields.

Load:

Teaching Faculty of the Catholic Intellectual Tradition will ordinarily teach a 24-credit (4-4) load, of which no fewer than 12 credits (4 courses) shall be 1000- and/or 2000-level University Core courses

(CORE 1101 and CORE 2101). At the discretion of the Director of the Core (in consultation with the relevant Chairperson or Director, as applicable) and subject first and foremost to the teaching needs of the Core, other courses can include 3000-level Core, Catholic Studies, and/or Honors Courses in addition to Core 1 and 2 courses. With the permission of the Provost, up to three (3) credits per Academic Year can be taught in a specific Department for which the faculty member is specifically qualified by degree and publication record, but the primary obligation of Teaching Faculty in CIT is to staff 1000- and 2000-level Core and CAST and HONORS courses. Teaching Faculty may be assigned to teach exclusively Core 1 and 2.

For Teaching CIT faculty, team-teaching an Honors colloquium will count as 3-credits of load and will not warrant an overload stipend.

Teaching CIT faculty cannot be released from teaching for other assignments or for administrative duties without the written approval of the Provost.

Teaching CIT Faculty who maintain scholarly publication (or comparably substantive scholarly activity) commensurate with expectations for successful tenured/tenure-track faculty in their field can apply to the Director of the Core and Provost for a reduced teaching load (release) so long as they maintain the high level of publication.

The Current Core Fellows and Postdocs

Upon approval of this line, the Provost could extend the contracts of the existing Core Fellows for one or more additional years in recognition of their service. The renewable Core Fellow positions would be phased out at the expiry of those renewed or current contracts. In the meantime, the current Core Fellows would be eligible to apply to the national search for the new Teaching Faculty positions in the Catholic Intellectual Tradition. We imagine these new Teaching Faculty positions would be populated over the course of a few years.

Proposed Faculty Guide Changes to add the Teaching faculty line:

1.1

The terms “Faculty” or “Faculty member” denote a person or persons having instructional or research duties in one of the above-listed Colleges **and/or the University Core**. This designation includes a person or persons having professional library duties.

3.1

University Faculty may be appointed into the following categories: Tenure-track, Tenured, Contract, Faculty Associate, Lecturer, Clinical, **Teaching**, and Adjunct. In addition, Tenured Faculty, after retirement, may be appointed to the rank of emeritus, as set forth in University Policy.

3.1.b

“Term Faculty” refers to all Faculty members not eligible for tenure who are appointed for a fixed term stated in a contract which specifies obligations and compensation. There are **five** categories of Term Faculty: Contract Faculty, Lecturers, Faculty Associates, ~~and~~ Clinical, **and Teaching** Faculty.

3.1.b.5

Teaching Faculty

- i. Teaching Faculty are full-time Faculty members who ordinarily teach exclusively in the Core and also have research and service obligations.
- ii. Teaching Faculty are appointed for a fixed term of one to three years, which may be extended by the University in its sole discretion as specified Article 3.6.d.3.
- iii. Teaching Faculty are not on the tenure-track and are not eligible for tenure. They are ordinarily appointed at the level of Assistant Teaching Professor and may be promoted in accordance with Article 5.10.

3.2.g

Teaching Faculty

For Teaching Faculty, the ranks shall be:

Assistant Teaching Professor

Associate Teaching Professor

Teaching Professor

3.3.b.1

The full-time Faculty of the Department may make a recommendation to the Dean of the College for the creation of a Faculty Associate, Lecturer, Contract, ~~or Clinical~~, or Teaching Faculty position. This recommendation is subject to approval by the Dean, or Core Director, in the case of Teaching Faculty and then by the Provost. Such a recommendation must include a clear statement of the specific reasons for creating such a position within the Department or within the Core, in the case of Teaching Faculty. If an existing position has or is expected to become vacant, the Department may request permission to conduct a search to fill it. The recommendation to hire Teaching Faculty will come from the Core Director in consultation with the Provost.

3.3.b.4

For the purposes of hiring Teaching Faculty into the Core, the Core Director shall fulfill the roles performed by a Dean and Department Chairperson and those full-time faculty teaching in the Core during the current Academic Year constitute and fulfill the roles typically performed by a Department and College. Only those Core faculty holding an academic rank equivalent to or higher than the rank for which an applicant is being considered may vote.

3.4 Initial Appointment of Faculty

3.4.a. Letter of Appointment (for Teaching Faculty, reference to “Department” shall mean the Core, reference to the “Dean” shall mean the Director of the Core and reference to “College” shall mean the Core).

c.1. Appointments are typically to a single Department (hereafter referred as the “home” Department) or, in the absence of a Department, to a College. Faculty members may only exercise their Departmental governance rights within a single Department and/or College. Faculty members are permitted to vote and participate in governance of interdepartmental Programs in addition to their governance rights in their home Departments as specified in the Program bylaws. Teaching Faculty are appointed to the University Core.

3.5.a. Any subsequent extensions or modifications of an appointment and/or any new special understandings or conditions shall be approved in writing by the Faculty member, the Dean, and the Provost, except in the case of a Teaching Faculty member, approval by the Director shall be required in lieu of the Dean. Approval by the Provost shall continue to be required. Copies of this Supplemental Letter of Appointment must be provided to all signatories as well as the Faculty member’s Department Chairperson and kept in the Faculty member’s academic personnel file.

3.6.a.2.iii Clinical and Teaching Faculty

a. All Clinical and Teaching Faculty on one- and two-year contracts shall be evaluated annually no later than March 1.

b. In the fall semester of a Clinical or Teaching Faculty member’s third year, the Department will undertake a rigorous review of the Faculty member’s teaching, scholarship, and service. Criteria guiding the review process must be specified in the Departmental Guidelines.

d. Approval of the Department based on the successful conclusion of a third year is necessary for reappointment to an additional three-year contract. For Teaching Faculty, reference to “Department” means the Core.

3.6.d.3 – Clinical Faculty and Teaching Faculty

i. First Year. Clinical and Teaching Faculty are appointed for an initial one-year term, renewable at the sole discretion of the University, ordinarily commencing on August 15 of the Academic Year and ending on May 15 of the Academic Year.

ii. Second and Third Year. The University must give the Clinical Faculty or Teaching Faculty member written notice of nonrenewal by no later than March 15 of their first Academic Year; if notice is not given, the Clinical Faculty or Teaching Faculty member shall be appointed to a second one-year term. This appointment is renewable at the University’s sole discretion. An additional consideration for the renewal of any contract is need. Clinical Faculty and Teaching Faculty members are reviewed in the fall semester of their third year of service and upon the recommendation of the Department and the Dean, or the Director and full-time faculty members of the Core in the case of Teaching Faculty, the Clinical Faculty or Teaching Faculty members are reappointed for an additional three-year term. If the Department and Dean, or the Director and full-time faculty members of the Core in the case of Teaching Faculty, do not recommend a reappointment, the University must give the Clinical Faculty or Teaching Faculty member written notice of nonrenewal no later than March 15th of their third year.

iii. Subsequent Three-Year Terms. No later than October 1 of the final year of a three-year term, the Department, **or the Director and full-time faculty members of the Core in the case of Teaching Faculty**, will complete a review of the Clinical **or Teaching Faculty** member's teaching, scholarship, and service. Upon the recommendation of the Department and the Dean, **or the Director and full-time faculty members of the Core in the case of Teaching Faculty**, the Faculty member will be reappointed for an additional three-year term. If the Department and Dean, **or the Director and full-time faculty members of the Core in the case of Teaching Faculty**, do not recommend a reappointment, the University must give the Clinical Faculty **or Teaching Faculty** member written notice of nonrenewal by no later than December 15 of her or his final Academic Year of any three-year appointment.

iv. There is no limit to the number of times that a Clinical **or Teaching Faculty** member's three-year contract may be renewed.

v. **As per Article 3.3.b.4 above, for the purposes of renewing Teaching Faculty who are appointed to the Core, the Core Director fulfills the roles typically performed by a Dean and those full-time faculty teaching in the Core during the current Academic Year constitute and fulfill the roles typically performed by a Department. Only those Core faculty holding an academic rank equivalent to or higher than the rank for which a candidate is being considered may vote on the renewal.**

4.1.c

Each Department, **the University Core**, and in the case of the Library, the College, that evaluates an application for promotion or tenure shall have on file in the Dean and Provost's office a clear set of "Departmental Guidelines" stating the procedures and criteria for tenure and promotion as mandated in Article 5.2.a.

4.10 – Criteria for Academic Ranks - Teaching Faculty of the Catholic Intellectual Tradition

a. Assistant Teaching Professor of the Catholic Intellectual Tradition:

- i. A doctoral degree or a commonly accepted terminal degree for the discipline from an Accredited Institution other than Seton Hall as specified in the applicable Department Guidelines;
- ii. evidence of teaching excellence or potential for excellent teaching;
- iii. evidence of, or potential for, scholarly publication, research, or other creative work in the appropriate discipline or field.

c. Associate Teaching Professor of the Catholic Intellectual Tradition:

- i. In addition to the credentials for Assistant Teaching Professor:
- ii. Four (4) years of full-time teaching experience at the University at the rank of Assistant Teaching Professor unless specifically waived in writing by the Provost.
- iii. Evidence of teaching excellence in the Catholic Intellectual Tradition;

iv. Evidence of scholarly publication, research, or other creative work in the appropriate discipline or field as defined in the Departmental Guidelines;

v. Service to the University, the profession, or the community.

vi. Unlike the lower rank, promotion to this rank rests on proven ability and accomplishments.

d. Teaching Professor of the Catholic Intellectual Tradition

i. In addition to the credentials for Associate Teaching Professor:

ii. four (4) years of full-time teaching experience in the Core at the University, unless specifically waived in writing by the Provost prior to the submission of the application;

iii. continued and consistent excellence in teaching in the Core;

iv. demonstrated professional recognition of meritorious publications, research, or other creative work in the form of peer-review, citations, scholarly reviews, awards, grants, or press or venue prestige as appropriate to the discipline and as defined in the Core Guidelines;

v. substantial service and leadership in the University, the profession, or the community.

5.10.a

ADD: Teaching faculty may apply for promotion to a higher rank when they have served the times required by Article 4.10.

5.10.c

Consistent with Article 6.2.d, a leave of absence shall not count as a part of the prepromotion period for promotion to a higher Clinical Faculty rank, a higher Teaching Faculty rank, Senior Faculty Associate, or Senior Lecturer, unless this provision is waived in writing by the applicant and the Provost.

5.10.d

ADD: Teaching Faculty who have been promoted continue to follow the rules for appointment and reappointment set forth in Article 3.6.d.3.

5.10.e

Procedures for the promotion of Faculty Associates, Lecturers, ~~and~~ Clinical Faculty, and Teaching Faculty are identical to those described above except that these applications are not reviewed by any College or the University Rank and Tenure Committee.

6.1.a.1

All full-time members of the faculty, **except Teaching Faculty**, have the right to apply for sabbatical leave for each period of six (6) years of full-time faculty service with the **University**, exclusive of time on leave.

7.3.a

Teaching Load. The basic teaching load for full-time faculty members, **except Teaching Faculty**, is eighteen (18) credit hours per academic year and shall normally be nine (9) credit hours per academic semester. **The basic teaching load for Teaching Faculty is twenty-four (24) credit hours per Academic Year, with the qualifications described below (Article 7.3.a.7).** Courses are assigned to faculty members by the chairperson after consultation with each faculty member, subject to the dean's review

7.3.a.7

For Teaching Faculty, the basic teaching load is twenty-four (24) credit hours per Academic Year, but no fewer than twelve (12) of these credits shall be 1000- and/or 2000-level University Core courses (CORE 1101 and CORE 2101). At the discretion of the Director of the Core and in consultation with the relevant Chairperson or Director, as applicable, and subject first and foremost to the teaching needs of the Core, the remaining twelve (12) credit hours per Academic Year can include Honors, Catholic Studies, or 3000-level Core courses. For Teaching Faculty, Honors counts as three (3) credits with no expectation of overload or stipend. With the permission of the Provost, up to three (3) credits per Academic Year can also be taught in a specific Department for which the faculty member is specifically qualified by degree and publication record. Teaching Faculty may be assigned to teach Core 1 and 2 exclusively.

7.6.c

Teaching Faculty who consistently publish (or sustain other substantive scholarly activity) at a level commensurate with the expectations for successful Tenured/Tenure-Track Faculty in their field can apply annually to the Director of the Core and Provost for a reduced teaching load (release). Such releases can be renewed annually only with the approval of the Provost and so long as Teaching Faculty maintain the high level of publication. Teaching Faculty with reduced teaching loads are still responsible for teaching twelve (12) credits of Core 1101 and/or 2101 (see Article 7.3.a.7), unless this requirement is specifically waived, in writing, by the Provost.