

TO: The Senate

FROM: Faculty Affairs Committee

DATE: March 18, 1991

SUBJ: Associate Faculty

DISPOSITION: To the Presiding Officer for implementation

WHEREAS, associate faculty teach a substantial portion of the classes offered at IPFW, in general they do not enjoy the same benefits in space and support that full-time faculty do. These disparities are not conducive to excellence in teaching.

THEREFORE, Be It Resolved That:

1. Since space at IPFW is extremely limited, greater effort must be expended to alleviate the lack of adequate office quarters where associate faculty may meet students and do work related to their teaching assignment. At the very least, departments should provide associate faculty with a secure space (locker, drawer, etc.) for materials such as tests.
2. Although steps have been taken to alleviate the inaccessibility of clerical and technical support services for associate faculty, continued attention to this area must be given, especially in terms of communicating the availability of such services to all associate faculty.
3. Since the integration of associate faculty into the professional activities of departments is uneven across the campus, whenever possible, departments should integrate associate faculty into departmental, school, and campus functions.
4. The University should examine the possibility of allowing associate faculty to participate in the University's health-care plan at their own expense.
5. Associate faculty should be informed of their option to contribute to a personal retirement program through TIAA-CREF.
6. The flow of hiring documents must be continuous rather than batch. The documents should not spend more than one working day in any office. In order to accomplish this it may be necessary to delegate signature authority at intermediate levels.

7. Because Purdue University determines the procedure for termination of associate faculty, that procedure (found in the Purdue Administration Procedures Manual) should be followed. Departments should be informed that it is not necessary to follow the termination procedure if the associate faculty member is returning in the following semester.