

## FACULTY DEVELOPMENT PROGRAMS—Proposed revisions from Provost's Office

Carlson's summary: The following proposed revisions to the University's developmental leave policy are designed to accomplish two primary objectives. First, the Provost's Office intends to make developmental leaves available to clinical faculty. Second, the revisions seek to adjust the policy in such a way that it better responds to the circumstances of 12-month faculty who seek developmental assignments. This consists primarily of special rules concerning the length of leave and payback obligations for 12-month faculty members.

The Provost's Office has asked the Council for its input and reactions to this proposal.

This document reproduces only those sections of the developmental leave policy that are proposed to be changed. A complete version of the policy on Faculty Development Programs can be found in the Faculty Handbook, produced by the Office of the Provost and available in hard copy or on the web at <http://www.uiowa.edu/~provost/faculty.htm>.

### *Proposed Revisions* (excluding minor editorial revisions)

## FACULTY DEVELOPMENT PROGRAMS

### General Principles

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Eligible Participants. All regular faculty (i.e., tenure- or clinical-track assistant, associate, and full professors with part- or full-time appointments) are eligible to participate in the University's development programs. Special eligibility requirements associated with the individual programs are described with each program. If there is a question about eligibility, faculty are encouraged to seek clarification from the Office of the Provost.

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### General Criteria for Evaluating Faculty Development Activities. . . .

1. Scholarly, artistic, or clinical/technical merit of the activities proposed. . . .
2. Scholarly, artistic, or clinical productivity of the applicant. . . .

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### Semester-Standard Assignments

Nature and Purpose. The program of semester-standard assignments (formerly semester assignments) is the heart of the University's Faculty Development Program. This is a competitive program designed to encourage

scientific inquiry, research, artistic creation, clinical/technical expertise, and innovation in teaching. Each semester-standard assignment is expected to result in one or more products for dissemination through publication, exhibit, professional performance, or instruction. Faculty members may receive semester standard assignments at regular intervals, provided their proposals are judged worthy of support. It should again be emphasized that semester-standard assignments are awarded in recognition of the faculty member's accomplishments and potential in teaching and research ~~or~~, creative, or clinical activity.

Semester-Standard assignments are meant primarily to enhance the scholarship, art, clinical expertise, and instructional activity of faculty members. They also may be directed toward the development of proposals aimed at securing external grants for continued project work. When opportunity permits, standard assignments may be combined with outside support so that an extended time period can be devoted to a project.

#### Faculty with 9-month appointments

Length of Assignment. —Semester-Standard assignments for faculty with 9-month appointments support faculty development projects for one semester at full salary or two semesters at half salary.

Eligibility for Initial Assignment. Full-time faculty members with 9-month appointments who have completed a minimum of 10 semesters of full-time academic service (excluding summer terms) are eligible for an initial semester-standard assignment.

Part-time faculty with 9-month appointments become eligible for a semester-standard assignment at the level of their appointment upon completion of a minimum of 10 semesters of part-time service. The semester standard assignment is then consistent with the percentage of the part-time appointment. For example, a 50% appointment for 10 semesters yields an equivalent one-semester assignment at 50%. As an option, part-time faculty are eligible for a "regular" semester-standard assignment when their portions of service equal the minimum requirement for full-time service. For example, 20 semesters of half-time service satisfy the minimum for an initial standard assignment at equivalent full-time salary.

Eligibility for Subsequent Assignments. Following any semester-standard assignment, 9-month faculty members must complete 10 semesters of service (excluding summer terms) to become eligible for a subsequent semester-standard assignment. Eligibility of part-time faculty members for subsequent assignments is calculated on a prorated basis as described for initial assignments. Subsequent semester standard assignments presume that the faculty member was productive during the previous assignment and the intervening years.

#### Faculty with 12-month appointments

Length of Assignment. Standard assignments for faculty members with 12-month appointments support faculty development projects for up to 1 year.

Eligibility for Initial Assignment. Twelve-month faculty members who have completed a minimum of 4 years of full-time academic service or the equivalent (i.e., prorated for part-time faculty) are eligible for their first standard assignment of 4.5 months (i.e., one semester) in length.

Alternatively, 12-month faculty members who have completed 8 or 11 years of full-time academic service or the equivalent (i.e., prorated for part-time faculty) are eligible for a standard

assignment of 9 or 12 months, respectively.

Eligibility for Subsequent Assignments. Following any standard assignment, full-time 12-month faculty members must complete a minimum of 4 years of service to become eligible for a subsequent semester-length standard assignment. Longer assignments have proportionally longer service requirements, following the eligibility requirements described for initial assignments. Eligibility of part-time faculty members for subsequent assignments is calculated on a prorated basis as described for initial assignments. Subsequent standard assignments presume that the faculty member was productive during the previous assignment and the intervening years.

#### Application and Approval

1. Application. ~~Application forms for semester assignments~~ Application forms for standard assignments with detailed instructions for completing the application can be obtained from the Provost's website: <http://www.uiowa.edu/~provost/facdev>. Alternatively, a hard copy of the form and instructions may be obtained from the Office of the Provost, 111 JH, 335-0146.
2. Criteria. Applications will be evaluated against the General Criteria for Evaluating Faculty Development Activities listed under the General Principles section. Faculty should consult these criteria when preparing their applications.
3. Departmental and collegiate support and approval. Each application for a ~~semester-standard~~ assignment must include: (a) a description provided by the DEO of how the academic unit will meet its instructional needs during the leave period, and (b) DEOs' and deans' signatures to indicate that the applicant meets program eligibility requirements and that application follows the requested format. (Proposals that do not follow the requested format will be returned by the Provost. Application deadlines will not be extended to accommodate proposals that are returned.)
4. Selection. Following collegiate review and evaluation of applications, colleges will recommend ~~semester standard~~ assignment recipients to the Provost. Applicants will be notified by the Provost as to whether their proposal was approved.

#### Additional Provisions for ~~Semester-Standard~~ Assignments

1. Prior service. The Office of the Provost may count service at other colleges or universities toward the required years of initial service. Requests to count such service must be approved prior to application for a ~~semester-standard~~ assignment.
2. Exceptions to service requirement. Minor exceptions (i.e., up to one semester) to the specified required periods of service may be made by the Office of the Provost: (1) to allow a faculty member to coordinate a ~~semester-standard~~ assignment with grant activities supported by non-University agencies, (2) to accommodate instructional needs of a department, or (3) to allow for other special circumstances. All exceptions must be approved prior to application for the developmental assignment.
3. Payback requirement. Any faculty member who accepts a ~~semester-standard~~ assignment must agree, in accordance with the Iowa Code, to return to regular duties at the University for a period of service at least twice the length of the developmental assignment (prorated for part-time faculty) after completing the

developmental assignment. For example, a 9-month faculty member who accepts a one-semester standard assignment must return to the University for two semesters of full-time teaching following completion of the developmental assignment. Similarly, a 12-month faculty member who accepts a one-year standard assignment must return to the University for 2 years of full-time service. - Summer session teaching by 9-month faculty is excluded from this payback service. Time on paid or unpaid leave from University duties by a faculty member does not count toward the service requirement for a subsequent ~~semester standard~~ assignment.

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### Faculty Scholar Awards

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Recipients of this award are released from half of the usual obligations of teaching, advising, administration, and service for three consecutive academic (i.e., 9-month) years. Typically, this award takes the form of a developmental assignment for one semester (4.5 months) of each of three years. As long as applications are made in compliance with the regular review procedure and deadlines, faculty scholar awards may also be used to attract outstanding new faculty members to the University of Iowa.

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Eligibility. Tenured faculty members at associate professor rank or within three years of promotion to full professor are eligible to participate in the faculty scholar program. For the initial award, there are no minimum time-in-rank or time-in-service restrictions. However, eligibility to apply for a subsequent award (global scholar or standard assignment) requires that 9-month faculty members complete a minimum of 10 semesters of service (not including summers) and 12-month faculty members a minimum of 4 years of service after the end of the faculty scholar award.

### Application and Selection

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4. Selection. Following the review and evaluation of applications by a committee of distinguished faculty, the Provost notifies each applicant as to whether her or his proposal was approved and forwards names of recipients to the Board of Regents for approval. If an application for a faculty scholar award is not approved, the Office of the Provost, upon request, will explain the reasons to the applicant, the DEO, and the relevant dean. For colleges with a large number of applications, a two-stage selection process (e.g., involving a collegiate pre-selection process) may be implemented with the approval of the Office of the Provost.

### Additional Provisions for Faculty Scholar Awards

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4. Payback requirement. Any faculty member who accepts a faculty scholar award must agree, in accordance with the Iowa Code, to return to regular duties at the University for a period of service at least twice the length of the developmental assignment after completing the developmental assignment. For a 9-

month faculty member, therefore, completion of a full three-year faculty scholar award implies that during the three years, the faculty scholar will have served one and one-half years [three semesters] of the time required by code and would, thereafter, have a minimum of one and one-half years [three semesters] subsequent required service. For a 12-month faculty member, completion of a full 3-year scholar award implies that during the 3 years, the faculty scholar will have served 19.5 months (each year counts as 11 months of service; 33 months - 4.5\*3 months) of the time required by the code and would, thereafter, have a minimum of 7.5 months of subsequent required service.

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### **Global Scholar Awards**

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Eligibility. Tenured faculty members are eligible to participate in the global scholar awards program. For the initial award, there are no minimum time-in-rank or time-in-service restrictions. However, eligibility to apply for subsequent awards (faculty scholar or standard assignment) requires 9-month faculty members to complete a minimum of 10 semesters of service and 12-month faculty members a minimum of 4 full years of service after the end of the global scholar award.

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### Additional Provisions for Global Scholar Awards

4. Payback requirement. Any faculty member who accepts a global scholar award must agree, in accordance with the Iowa Code, to return to regular duties at the University for a period of service at least twice the length of the developmental assignment after completing the developmental assignment. For a 9-month faculty member, therefore, completion of a full two-year scholar award implies that during the two years, the global scholar will have served one year [two semesters] of the time required by code and would, thereafter, have a minimum of one year [two semesters] subsequent required service. For a 12-month faculty member, completion of a full 2-year scholar award implies that during the 2 years, the global scholar will have served 13 months (each year counts as 11 months of service; 22 months - 4.5\*2 months) of the time required by the code and would, thereafter, have a minimum of 5 months of subsequent required service.

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### **Faculty Fellowships**

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#### Eligibility

1. All regular faculty members (i.e., tenure- or clinical-track assistant, associate, and full professors with part- or full-time appointments) are eligible to apply for a faculty fellowship.

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