

Dear colleagues:

As the spring term is now underway, we wanted to share an important update with you concerning the work of the Participating Faculty Task Force. As you may know, Participating Faculty Task Force members (listed below) are volunteers who have been charged by Provost Ah Yun to develop policies, procedures and strategies to address the 22 recommendations in the report delivered to him in September 2019.

Over the past 16 months, the Task Force has completed work on eight of the recommendations and is in the process of addressing seven additional recommendations with hopes of completing work on most of those prior to the end of the spring term. The remaining seven recommendations will be assigned after those in progress have been completed. A list of all of the recommendations, with a progress update on each, is provided below. We encourage you to review the updates so you can see for yourself the important progress we have made to date.

The fact that the Task Force has already addressed eight recommendations with another seven in progress serves as a strong indicator that the voices of our participating faculty are being heard. The provost, president and Participating Faculty Task Force took these concerns and recommendations very seriously and are committed to making sustained changes that will improve the lived experience of Marquette's participating faculty for years to come.

As you can see from the roster below, the Task Force is comprised of participating faculty, tenured faculty and university staff, all of whom share the same goal – to make a meaningful difference in the experience of participating faculty on this campus. Task Force members have worked cooperatively and effectively together to make significant progress. Importantly, we will continue to work together to ensure that concerns of our participating faculty, present and future, are heard and addressed.

Moving forward, please feel free to reach out to anyone on the Participating Faculty Task Force to share your thoughts, ideas, concerns, challenges and so forth as we want to continue to be a positive force for change on campus! You can also share your feedback [anonymously online](#).

Respectfully,

Pat Loftis, Co-chair Participating Faculty Task Force  
Gary Meyer, Co-chair Participating Faculty Task Force

#### Participating Faculty Task Force

Pat Loftis (co-chair)*	Physician Assistant Studies, College of Health Sciences
Gary Meyer (co-chair)	Office of Faculty Affairs
Lynn Griffith	Office of Marketing and Communication
Nadelle Grossman	Law School
Jill Guttormson	College of Nursing
Heather Hathaway	College of Arts and Sciences
Jennifer Henery*	Department of Theology, College of Arts and Sciences
Jay Kutka	Budget Office
Lauren Orton	Office of General Counsel
Claudia Paetsch	Human Resources
Melissa Shew*	Department of Philosophy, College of Arts and Sciences
Mark Whitney*	Department of Strategic Communication, College of Communication
Jean Zaroni*	Raynor Memorial Libraries

\* Participating Faculty Member

## Progress on Participating Faculty Task Force Recommendations (February 2021)

Recommendation complete

Recommendation in progress

Recommendation not yet assigned

### Category A - Contract Terms and Renewal

- 1. Increase the standardization and accessibility of policies related to full-time non-tenure-track and part-time faculty contracts.**

*Not yet assigned.*

- 2. Institute a centralized process for developing and issuing full-time non-tenure-track faculty contracts that would originate from the Office of the Provost.**

*Completed; contracts have been standardized within the Office of the Provost.*

- 3. Revise the Office of the Provost policy on multi-year contracts to ensure full-time participating faculty are offered a multi-year contract if they meet specific criteria.**

*A multi-year contract policy is in place and faculty who meet criteria including length of service and performance may be offered a multi-year contract. Last year, approximately 50 full-time participating faculty were offered multi-year contracts.*

- 4. Make every effort to communicate with participating faculty at least two months prior to the start of the term regarding whether or not they will be renewed. Add a course cancellation fee for courses cancelled by the university within 15 calendar days of the start of the term.**

*To the extent possible, participating faculty will be notified as to their status at least two months prior to the start of the next term. A \$400 course cancellation compensation payment has been instituted for part-time participating faculty members and will be issued in cases when a course gets cancelled prior to the start of the semester, after a contract has already been signed.*

### Category B - Compensation and Total Rewards

- 5. Further study full-time non-tenure-track compensation, and develop a plan to address the compensation of those who are paid below the median as compared to peers.**

*A salary study for full-time participating faculty is nearly complete and will be delivered to the provost mid-February 2021. It includes a recommendation for increasing the salaries of those who are paid below a median national benchmark.*

- 6. Ensure promotion standards and corresponding salary increases exist for all full-time participating faculty.**

*Most colleges and schools already have promotion criteria in place, with the exception of three, one of which has criteria for some, but not all departments. Members of the University Committee on Faculty*

*Promotions and Tenure are working with these departments to develop criteria and implement them by fall 2021.*

**7. Standardize part-time faculty compensation based on qualifications, experience and course characteristics and assess these compensation levels every 3-5 years.**

*Not yet assigned.*

**8. Expand online teaching opportunities in relevant academic areas for participating faculty who are interested.**

*Not yet assigned.*

**9. Study parking rate options for part-time faculty.**

*Assigned January 2021; anticipated date of completion by fall 2021.*

### **Category C - Performance Evaluation and Promotion**

**10. Provide a formal evaluation annually for full-time participating faculty and every 2-3 years on a rotating basis for part-time faculty.**

*A process to ensure formal evaluations of full-time participating faculty has been approved by the provost and will be implemented in 2021.*

**11. Create a clear, standardized, and limited set of titles for participating faculty that would correspond with a clear standardized pathway to promotion.**

*In progress; anticipated date of completion by fall 2021.*

**12. Ensure promotion standards exist and are consistently followed for all participating faculty.**

*Most colleges and schools already have promotion criteria in place, with the exception of three, one of which has criteria for some, but not all departments. Members of the University Committee on Faculty Promotions and Tenure are working with these departments to develop criteria and implement them by fall 2021.*

### **Category D - Professional Development**

**13. Provide professional development opportunities for all participating faculty.**

*The provost allocated \$10,000 for professional development for participating faculty in both academic years 2019 and 2020. Between 25-30 participating faculty received awards of up to \$500 each year. In addition, Marquette now has an enterprise-level membership with Academic Impressions providing all faculty, staff and students full access to their resources.*

**14. Provide access to funds for scholarly pursuits.**

*Assigned January 2021; anticipated date of completion by fall 2021.*

**15. Allow full-time faculty to serve as co-PIs on grants, to access development funds, and to direct independent studies.**

*Not yet assigned.*

**16. Establish a mentorship program open to all participating faculty.**

*Not yet assigned.*

**17. Onboarding supervisors should ensure new faculty understand expectations, departmental and college HR policies, and resources available to assist them.**

*Assigned January 2021; anticipated date of completion by fall 2021.*

## **Category E - Recognition and Inclusion**

**18. Establish mechanisms to formally recognize all participating faculty for excellence.**

*In progress; anticipated date of completion by fall 2021.*

**19. Include all participating faculty on the department/college website.**

*All participating faculty are now included on department/college websites. If participating faculty notice that an update needs to be made, they should contact their college office.*

**20. Invite full-time faculty to department meetings and all faculty to department events.**

*Not yet assigned.*

**21. Incorporate NTT faculty into decision-making processes.**

*Not yet assigned.*

**22. Provide regular and ongoing outlets to ensure NTT faculty voices are heard.**

*Multiple opportunities have been created to garner input from participating faculty members including social hours and an annual participating faculty forum.*