


**Memorandum**

To: Faculty Senate  
Seton Hall University

From: Karen E. Boroff, Ph.D.  
Interim Provost and Executive Vice President 

Re: Resolution about Faculty Associate Course Load  
(2019-FS-27)

Date: February 20, 2020

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The Office of the Provost is in receipt of the Resolution about Faculty Associate Course Load, 2019-FS-27 which was passed by the Senate on Oct. 11, 2019. This resolution directs the Executive Committee to begin negotiations for a 4/4 course load for Faculty Associates. The current course load is 15 credits per semester.

The positions of faculty associate and senior faculty associate are defined in the *Faculty Guide* in section 3.5.a as “Faculty associate appointments.” The articles makes provision for the appointment to the faculty of qualified practitioners in a given field for longer periods of time than term appointments follow. These appointments shall be given only to those persons whose academic background and professional activities are not of the kind which would lead to the kind of scholarly activity which the university ordinarily requires of its faculty, and whose intended service to the university is primarily as teachers of a field in which their practical experience contributes significantly to the university academic endeavors. In section 3.6.k of the *Faculty Guide* it states: “However, release time may be granted by the dean in recommendation of the department for ongoing application of the faculty member’s professional expertise or for other university purpose.”

Some deans have already begun to reappoint some faculty associates, whose assignments are primarily for teaching service courses, to lecturer lines in accordance with the description of the position. As an aside, as part of strategic planning, the proportion of faculty who may have little or no expectations of scholarly research (basic, applied or pedagogical) in a discipline or degree-path should be deeply examined to ensure that total expectations in the area of scholarship is consistent with this new plan. Certainly, in master level and doctoral programs, the faculty must have actual and current scholarship, as expected for those teaching in those advanced level programs, to maintain the very highest academic quality.

In reviewing the faculty load assignments for spring 2020, I noted that (senior) faculty associates are not routinely assigned to 15 credits per term. Some are released to perform special work that furthers the department mission, e.g. program directors, arranging practicums and advising, overseeing centers. These assignments may be difficult to quantify in terms of hours. I would be happy to review this data in some confidential manner with the Executive Committee of the Senate. While doing that, it will be an important task to ensure that the express objective of the position, that of bringing practical experience to contribute

significantly to the discipline, is maintained. It would be important that each department set expectations for faculty associates on how that practical experience is maintained, experience critical to how the position is envisioned.

Given that this arrangement allows departments to creatively use the expertise of the (senior) faculty associates to serve students in some unique capacities, I do not agree to change the description of faculty associates and their loads. If deans feel that the work done is more appropriately described by the lecturer position, a change may be submitted by the dean to the Provost.