

Joint Faculty Senate/Provost Academic Affairs Administrative and Professional Faculty Hiring Review Task Force Spring 2023 Report

Membership

Chair(s): Hala Nelson and Elizabeth Oldmixon
Members: Mike Busing, Mark L'Esperance, Erica Lewis, Howard Lubert
Ex Officio members: Jennifer Campfield, Chuck Flick, and Meg Sander

Charge: To assess current JMU administrative and professional (A&P) faculty hiring processes within the Division of Academic Affairs and make suggestions related to the creation of formalized guidelines, effective August 2023.

The AA A&P Faculty Hiring Guidelines Task Force has the following responsibilities:

1. Review and understand the variety of positions classified as A&P within Academic Affairs (213 distinct positions as of 2022-23) and evaluate their unique attributes
2. Review and understand the current Academic Affairs A&P faculty recruitment and hiring guidelines, incorporating all relevant laws, statutes and policies
3. Assess and provide recommendations pertaining to Academic Affairs A&P faculty hiring, from the creation of the position to the point of offer and closing the search, considering the variety of position types and their unique attributes
4. Consider the three recommendations included in the Faculty Senate Resolution (first reading at Faculty Senate, January 26, 2023) regarding transparency and accountability of A&P appointments within Academic Affairs.

Summary of Current Semester Activity:

The Task Force met four times in the spring semester. Our initial meetings were focused on understanding the charge and discussing what it means to be successful. Meetings toward the end of the semester focused on understanding the gamut of A&P positions in the division and the distinction between administrative and professional designations, as well as developing a plan to solicit information from Academic Council members on the reporting structure and responsibilities of these positions.

At our initial meeting, Provost Coltman and Speaker Ott Walter indicated that we should not feel rushed. Our progress has been slow, but their flexibility with the deadlines has allowed us to lay important groundwork for the fall.

Please see the following summary of our work related to the responsibilities listed above.

1. We have gathered a list of positions and titles and reviewed the distinction between administrative and professional.
2. In process
3. In process
4. In process

Future Work Planned:

- Over the summer Dr. Oldmixon will gather information related to reporting and responsibilities from Academic Council members about the A&P faculty in their respective units. Task force members will review this in the fall and consider whether and how recommended A&P guidelines will apply.
- Full review of relevant policies and guidelines
- Develop recommendations
- Full discussion and deliberation related to Senate resolutions