November 20, 2013

To: Stanislav Sazykin, Senior Faculty Fellow
    Paula Sanders, Vice Provost for Academic Affairs
    Dave Caprette
    Jonathan Ludwig, alternate
    Bill Parsons
    Simon Fischer-Baum
    Jana Callan
    George Phillips

From: George McLendon, Provost

Subject: Task Force on Non-Tenure Track (NTT) Faculty

Context:
NTT faculty constitute a growing and significant part of the overall faculty at Rice and nationally. The Faculty Senate created a working group on NTT faculty AY 12-13 with the objective of retaining a stable core of experienced, highly regarded, NTT faculty at Rice, who specialize in either teaching or research. The working group was charged with developing a set of recommendations to be handled by an expanded committee. I am commissioning a task force on NTT faculty, co-chaired by Stanislav Sazykin and Paula Sanders, to serve as the expanded committee envisioned by the Senate working group.

Charge and scope of work for the task force:
1. Collect data on NTT faculty
   a. Develop a database with information about current NTT faculty
   b. Create a full inventory of titles in use and sort into appropriate categories
   c. Determine how NTT faculty are utilized in different schools and departments at Rice
   d. Compare utilization of NTT faculty at Rice with peer institutions
2. Define career paths for NTT faculty and provide for improved employment security
   a. Benchmark with best practices of other institutions
   b. Develop performance-based criteria for promotion appropriate to different schools and departments
   c. Determine appropriate titles that should be incorporated into Policy 201
   d. Recommend ways to address the uncertainty in current contractual arrangements for long-term NTT faculty
3. Review faculty policies to determine which ones apply to or exclude NTT faculty to recommend changes where appropriate

Deliverables and timeline:
I request that the task force deliver an interim report to me by March 2014. Following discussion with administrative leaders, the task force will then submit its final report by April 2014 to me.