

Longwood University Faculty Senate
**PROPOSAL/POLICY COVER
SHEET**

This cover sheet is intended to provide information to members of the Faculty Senate about a new proposal/policy or about revisions to an existing proposal/policy. **If you are proposing a new policy, then attach the text of the policy to this form. If you are proposing a change to an existing policy, then attach the text of the current policy with any deleted language marked by a strikethrough and with new language marked by an underline. If you are deleting a policy, then attach the text of the policy to be deleted.**

COMMITTEE(S) that authored or sponsored this proposal: Accreditation and Compliance.

TOPIC: FPPM Section III. O. Visiting Professorships and their Review

BACKGROUND (Provide a brief statement describing the origins of this proposal, the nature of the problem it addresses, and the work completed to devise the proposal):

As part of a review of the FPPM in preparation for reaffirmation, it came to light that the section could be more accurately titled. Additionally, in certain circumstances, we may have a visiting faculty member without a terminal degree, in which case the currently available titles do not seem in alignment.

SUMMARY OF NEW POLICY OR PROPOSED CHANGES OR DELETIONS TO AN EXISTING POLICY (Provide a brief list or statement describing the content of the policy or the proposed changes or deletions):

- 1) **Changing the title of the section to reflect the scope of the text.**
- 2) **Allowing for the possibility of visiting faculty with a title of visiting instructor.**

RATIONALE FOR THE POLICY OR PROPOSED CHANGES (Provide a brief statement as to why the new policy, the changes, or the deletion is needed):

- 1) **The policy allows for more than visiting professors, and the revised title more accurately reflects this.**
- 2) **In the case where it is advantageous to hire a faculty member with a load akin to a tenure-track faculty member but who doesn't possess a terminal degree, the option of visiting instructor seems more in line with academic credentials.**

Routing information and signature lines:

Date submitted to Senate Executive Committee for Consideration:

Action(s) Taken:

Date first read at Faculty Senate:

Action(s) Taken:

Date final action taken by Faculty Senate:

Action(s) Taken:

Senate Chair: _____

Date submitted to the PVPAA (within 5 working days of Senate approval):

Action(s) Taken:

PVPAA: _____

Date: _____

Date submitted to other administration:

Action(s) Taken:

Administrator: _____

Date (within 15 working days of PVPAA's signature): _____

Date submitted to the Board of Visitors:

Coversheet updated 9/2017

O. VISITING ~~PROFESSORSHIPS FACULTY~~ AND THEIR REVIEW

The titles of Visiting Assistant Professor, Visiting Associate Professor, and Visiting Professor are courtesy titles to be given to faculty visiting from another institution of higher education or with a terminal degree who are on temporary assignment to Longwood University. The title of Visiting Instructor is a courtesy title to be given to faculty without a terminal degree who are teaching the standard tenure-track load and on temporary assignment to Longwood University. A visiting faculty member usually is associated with a department or college for a short time, normally not in excess of one year. Visitors may be researchers, teachers, public service scholars, or any combination thereof. Normally, the visitor is given the equivalent professional rank held at the home institution. Tenure is not awarded to visiting faculty. Individuals appointed at these ranks may be invited to participate in, but are not eligible to vote on, faculty matters. A visiting faculty appointee can become a regular appointee only through a search process after the initial appointment in accordance with the institution's procedures, including adherence to affirmative action guidelines.

Visiting ~~professors-faculty members~~ are not required to undergo an annual evaluation, because merit raises are not available for ~~a-visiting-faculty-member~~them. However, the chair should conduct an annual review of the faculty member that addresses areas of teaching, scholarship, and service as relevant to the duties of the visiting faculty member and as defined by departmental standards. The review should be concluded by May 19, and a dated letter should be sent to the visiting faculty member and copied to the Dean of the College by May 24.

