The provost has approved the following changes to the Visiting Teaching Assistant Professor contract letters and adjunct processes. Attached is a template letter with language for the VTAP change. Please let us know if you have questions.

            Motion 1

·         The newly added language in the VTAP contracts will be removed, both for unsigned contracts and for any new contracts moving forward.

·         The provost’s office will provide 30-days’ notice for early termination of a VTAP contract not due to cause. This will be added to offer letters.

·         VTAP faculty members in the midst of an academic term whose course is cancelled due to low enrollment will be reassigned to other responsibilities (e.g., teaching another course, supervising independent studies or masters' theses, developing new curricular proposals, etc.). In other words, if a VTAP begins a term employed, they will finish that term.  This will be added to offer letters.

Motion 2

·         For adjunct faculty members hired to teach, in recognition of the time and effort to develop syllabi and other teaching materials invested prior to the beginning of an academic term, the University will provide two weeks’ compensation to any adjunct faculty member whose course is cancelled after the start of the term not due to cause.

Also, on a related issue not part of the faculty senate motions, the dates of the fall quarter calendar extending into December result in the adjunct paychecks for fall term being spread over 4 months (Oct 1 to Jan 1) rather than three checks when the quarter has ended in November. This four check format is similar spring quarter pay which is split April 1 to July 1.

-via email from Kate Willink and Linda Kosten, 9/3/2020