

**FACULTY SENATE**

**SOUTHEAST MISSOURI STATE UNIVERSITY**

**FACULTY SENATE BILL 26-A-9**

Approved by the Faculty Senate  
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**BRIEF SUMMARY:**

**ACTION OF BILL:** Establishing instructor-equivalent RNTT designation titles; amending Chapter 2 of the Faculty Handbook to add “RNTT Designation Titles and Role Definitions”; clarifying that “Instructor” references apply to all RNTT designations; and creating a process for future RNTT designations

**WHEREAS:** The University currently appoints Regular Non-Tenure-Track (RNTT) faculty under the generic title “Instructor,” which obscures important role distinctions across teaching, clinical practice, librarianship, and the arts;

**WHEREAS:** Clear, equitable, role-reflective designations improve transparency for students, accreditors, clinical partners, and external stakeholders while preserving the non-hierarchical nature of RNTT appointments;

**WHEREAS:** The purpose of RNTT designations is descriptive only and does not alter appointment type, evaluation cadence, merit eligibility, compensation structures, FTE, or contract length;

**THEREFORE, BE IT RESOLVED:** The Faculty Senate establishes the following Instructor-equivalent RNTT designation titles for use across all colleges and units: Clinical Educator, Librarian, Lecturer, Artist-in-Residence, Writer-in-Residence, and Teaching Artist;

**AND, BE IT RESOLVED:** Chapter 2 (Faculty Policies and Procedures) of the Faculty Handbook is amended under Faculty Designations → Regular Non-Tenure-Track Faculty Appointments to add a new subsection titled “RNTT Designation Titles and Role Definitions,” stating that these designations are equitable, non-hierarchical, and purely descriptive of role; and be it further

**AND BE IT RESOLVED:** An Equivalency Clause is added to the Handbook clarifying that, for all purposes of University policy, references to “Instructor” in the context of RNTT faculty shall be construed to include all Instructor-equivalent RNTT designations listed above or that may be added in the future, such that the same policies, procedures, responsibilities, protections, and opportunities apply unless a policy explicitly provides otherwise; and be it further

**AND BE IT RESOLVED:** Process for Creating Additional RNTT Designations. A department may propose a new RNTT designation when needed to accurately reflect duties. The department shall submit a written proposal (title, role definition, justification, and confirmation of Instructor-equivalency/non-hierarchy) to its Dean. Upon review, the Dean is charged with formally transmitting the request to the

Faculty Senate (Professional Affairs Committee) for consideration under normal Senate procedures. If approved, the designation shall be added to the Handbook's "RNTT Designation Titles and Role Definitions" subsection and included in HR/appointment materials; and be it further

**AND BE IT RESOLVED:** Implementation shall occur at hire or upon position reclassification via departmental recommendation and dean approval, with corresponding updates to offer letters and HRIS; Kent Library may use the Librarian designation consistent with this policy; and no fiscal impact is anticipated beyond administrative relabeling.

## RNTT DESIGNATION TITLES AND ROLE DEFINITIONS

Regular Non-Tenure-Track Faculty Appointments

Policy Faculty Senate bill 13-A-06 begins here.

In order to provide flexibility in faculty staffing, there may be a need for faculty who are appointed to non-tenure-track status. These would include, but are not limited to, faculty who teach remedial and/or introductory courses, for which a terminal degree may not be required, and faculty at the regional campuses. Non-tenure-track faculty positions will be limited to no more than twenty five percent (25%) of full-time faculty in the University. Excluded from this percentage calculation are all faculty funded by designated funds, auxiliaries, grant funds, or regional campuses; temporary and parttime faculty; and teaching assistants.

Approved by Faculty Senate 2/27/13, Review by President 3/12/13, Approved by Board of Regents 4/10/13

RNTT Designation Titles and Role Definitions

The default appointment title for all Regular Non-Tenure-Track faculty is Instructor. Recognizing that, within disciplines, more descriptive titles may more accurately represent assigned duties and professional practice, the University authorizes the use of the following Instructor-equivalent RNTT designation titles: Clinical Educator, Librarian, Lecturer, Artist-in-Residence, Writer-in-Residence, and Teaching Artist.

For all purposes of the Faculty Handbook and University policy, any reference to "Instructor" in the context of RNTT faculty includes all Instructor-equivalent titles currently used or adopted in the future. This construction applies across policies, procedures, rules, bylaws, forms, calendars, and related guidance, such that obligations, rights, protections, evaluation and renewal processes, merit eligibility, and participation opportunities that apply to "Instructor" apply equally to all Instructor-equivalent RNTT designations, present or future, unless a policy explicitly states otherwise.

The adoption or future adoption of Instructor-equivalent designations does not change assigned duties, workload expectations, evaluation cadence, renewal/non-renewal procedures, merit eligibility, compensation frameworks, FTE, or contract length for RNTT faculty. These designations are descriptive of role only and are expressly non-hierarchical.

Should future RNTT designations need to be considered, the department shall appeal to the Dean for the addition. If the Dean agrees that the proposed designation is necessary, the Dean shall request Faculty Senate to evaluate the proposed additional title under normal Senate procedures. Upon Senate approval, the designation will be added to this subsection and incorporated into relevant HR/appointment materials.

Procedures Faculty Senate bill 23-A-01 begins here.

Regular Non-Tenure-Track (RNTT) faculty should hold at least a master's degree and additional academic credentials as required by the position as determined by the department or a bachelor's degree with additional credentials or with equivalent experiences as required by the position and determined by Southeast Missouri State University in adherence to Higher Learning Commission's Criteria for Accreditation and Assumed Practices. Such appointments are defined as one year full-time appointments. RNTT full-time faculty receive the same benefits package as all other full-time faculty. RNTT full-time faculty have the same expectations for service, advising, and other academic duties as all other full-time faculty. RNTT full-time faculty will be appointed on a contract basis one year at a time, with the appointment subject to renewal. Such faculty are afforded all the normal protections of academic freedom as described in the faculty handbook.

Evaluations of RNTT faculty will occur on a regular and timely basis as specified by the department. The criteria for evaluation and renewal of the contract of RNTT faculty must be specified in writing and must be consistent with the expectations of the position. Faculty appointed to such positions are not generally expected to meet the same standards for scholarship and professional development as Tenure-Track faculty and thus are expected to carry a heavier teaching or service load.

RNTT full-time faculty may be terminated by the University at the end of any academic year, but written notice of the University's intention to terminate the appointment shall be given by the Provost to the faculty member by:

1. March 1 during the first or second year of appointment;
2. The first day of the spring semester for the third and subsequent years of service.

<b>Action</b>	<b>Date</b>
Introduced to Senate	11-19-25
Second Senate Meeting	1-21-26

Faculty Senate Vote 1

President's Review

15 Day Review

Posted to Faculty Handbook

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