Full-Time Fixed-Term Instructors in Lyman Briggs College
1-8-2014

Lyman Briggs College employs scholars as full-time, fixed-term instructors in order to meet the teaching responsibilities of the college and bring a flow of new ideas into the college to enrich its intellectual atmosphere. The college provides formative mentoring to help these instructors develop professionally as teachers and scholars.

Consistent with this approach and with the collective bargaining agreement between MSU and the Union of Non Tenure-Track Faculty (UNTF), Lyman Briggs College’s practice for hiring full-time fixed-term instructors in Designation A is as follows:

a) A newly hired full-time fixed-term instructor in Designation A is ordinarily hired on a one-year probationary appointment.

b) Renewal of a fixed-term instructor beyond a given fixed-term appointment is not guaranteed and is dependent upon the college’s budget, enrollment and teaching needs. Renewal is also contingent on the instructor’s record in the classroom, contributions to the college’s intellectual life through participation in faculty and disciplinary group meetings, and progress in their professional development.

c) Based on an instructor’s annual evaluation (described here: http://www.lymanbriggs.msu.edu/faculty_staff/annual_evaluation.cfm), a fixed-term instructor’s disciplinary group may recommend to the Dean that a full-time, fixed-term instructor be renewed for a second or third one-year term. The Dean will take such recommendations into account in making hiring decisions.

d) A full-time fixed-term instructor will not ordinarily be appointed for more than three one-year terms in Lyman Briggs College.

e) If an instructor’s disciplinary group judges that extraordinary circumstances apply, the disciplinary group may present evidence of these circumstances and recommend that the Dean offer a particular instructor a one-year appointment beyond the usual maximum of three. Special circumstances could include, but are not limited to, an instructor’s exceptional performance as an educator or rare expertise that is essential to the teaching program of the college. The Dean will take such recommendations into account in making hiring decisions.

f) Instructors who are eligible to apply for Designation B status will be reminded of this by the Dean during their annual evaluation meetings. Information about Designation B review in Lyman Briggs College is posted here: http://www.lymanbriggs.msu.edu/faculty_staff/RPTnontenure.cfm