

SALISBURY UNIVERSITY FACULTY SENATE MOTION

Submit this form to the Faculty Senate President

SUBJECT: Clarify Benefit Status to Full-time Non-tenure Track (FTNTT) Faculty

SENATOR PROPOSING MOTION: Anita Brown

SENATOR SECONDING MOTION:

MOTION (this section alone will be recorded in the minutes):

The Faculty Senate (FS) requests that the Provost (or Acting Provost) oversee the preparation of documents that clearly identify SU policy regarding provision of benefits to FTNTT faculty. The FS requests these documents be available no later than 8 October 2026.

FS requests that for each classification of FTNTT faculty that would provide a different approach to health insurance, life insurance, or retirement benefits, the documents delineate

- Exactly when and how the FTNTT faculty member should receive each of the benefits
- How costs are split between SU and the faculty member
- All deadlines that must be met to obtain the benefits
- When the faculty member must pay via their own funds:
 - a link to the website where payments must be made.
 - payment deadlines
 - instructions regarding use of the website.

The FS also requests that when a FTNTT member is first hired, prior to the end of the first week of classes in that semester, an appropriate administrator, agreed upon by the Provost (or Acting Provost), review this benefit information with the new FTNTT faculty member.

The FS also requests that, after one year of service, each FTNTT faculty member, who does not have a PIN, annually be given the opportunity to meet with the chair/director or the dean of the hiring department/program to discuss this benefit information. During the meeting, it should be clearly identified when and how the FTNTT faculty member will be eligible for “full” benefits. The discussion should be documented with signature and date.

If, at some point, all SU FTNTT faculty have the same health, retirement, and life insurance benefits as tenure track (TT) faculty, then the provision of these documents and meetings will not be necessary.

JUSTIFICATION:

BOR policy requires that the benefits available to FTNTT faculty be included in contracts and letters of appointment. However, FTNTT faculty members have indicated that they do not understand their current status/eligibility regarding benefits. Some have indicated that they were surprised when they found that the time they had to wait to receive full benefits had been reset. Some reported that Workday issues prevented them from having benefits they should have had. In addition, some FTNTT

faculty indicated that, at various times, struggles with making payments in the system for non-PIN health benefits resulted in months of not having benefits or having to make payments for these benefits in very unreasonable ways.

Multiple FTNTT faculty have indicated they when they reach out for help to Human Resources (HR) or to department chairs, unfortunately they remain unclear. Some of our FTNTT faculty have indicated that the struggles with benefits and the lack of understanding they have even after asking for help for problems related to those benefits has made them contemplate leaving SU.

While our Provost and Deans may not readily have the information that FTNTT faculty feel they need because it is information that HR manages, if multiple faculty remain unclear after seeking help, the Provost and the Deans should advocate for those faculty.

Upon hire and then annually, TT (tenure track) faculty are given information about their status regarding tenure. If FTNTT faculty do not receive full benefits upon hire, then they should receive similar information regarding their benefits: are they on track to receive full benefits, when should they obtain those, and what do they need to do to obtain them.

Hence, this motion requests administrators under the umbrella of Academic Affairs obtain general information about benefits and relay that information in a manner that is clear for the faculty who are struggling with it. Provision of this general information could be a website that the FTNTT faculty may readily access.

If specific information for individual faculty is clearly requested by Academic Affairs on an annual basis, it should become straightforward for HR to provide the data and for an administrator in Academic Affairs to track and discuss it with their FTNTT faculty. This request does not specify that this discussion be an additional meeting or process, or whether it must be specifically the dean or a chair/program director. The information could be discussed when annual evaluations are discussed by whichever administrator a department/program/school deems best.

Some Background Information:

Some differences in medical benefits and other benefits for FTNTT faculty as opposed to TT faculty are discussed in the [May 2025 Report of the Ad Hoc Committee on Pay and Benefits](#).

ANTICIPATED IMPACT:

Negative:

Completion of these tasks will require additional time and effort by administrators and staff in Academic Affairs and possibly in Human Resources. This time might be offset though if less time is required attempting to deal with the confusion and problems that may require their attention when FTNTT faculty have issues related to the lack of clarity.

Positive:

The actual policy and the status within that policy for each FTNTT faculty member should become clear.
FTNTT faculty may feel more valued by Academic Affairs.

Is this a recommendation to the Provost? Yes __X__

No ____

Is this a recommendation to someone else? No ____

Yes, to chairs, directors, deans

VOTE: Number of Senators Present:

Motion Passes or Fails: