

ARTICLE 2

DEFINITIONS

(a) "Academic year" means the fall and spring semesters, each of which is defined in "s" below.

(b) "Adjunct faculty" means persons appointed by the Board of Trustees to any of the professorial ranks for which they have the professional qualifications or the equivalent. Adjunct appointments are made for a specified term. Normally, the adjunct faculty's primary professional affiliation, if any, is outside the University, and compensation for services at the University is not a provision of the appointment.

(c) "Administration" (or "Definition: Administrative Agent") means those persons charged by the Board of Trustees with the responsibility for executing the general administrative functions delegated by said Board.

(d) "Affiliate faculty" means persons who are administrative, professional, or technical employees of the University, who are additionally appointed for one-year terms only, renewable at the sole discretion of the University, to perform specific assignments related to the instructional programs. Affiliate appointments are non-Board-appointed, non-bargaining-unit, fixed-term, uncompensated appointments, and persons holding affiliate appointments earn no credit toward tenure. Affiliate appointments are recommended by the appropriate academic departments/schools and approved by the dean and provost (and graduate dean for graduate-faculty status) and are ranked as affiliate instructor, affiliate assistant professor, affiliate associate professor, or affiliate professor, depending upon the qualifications of the appointees.

(e) "Alternate academic year" means the Summer I and Summer II sessions plus a fall or spring semester, or any other mutually agreed upon arrangement equivalent to an academic year.

(f) "Board" (of "Trustees") means the Board of Trustees of Western Michigan University.

(g) "Chapter" means Western Michigan University Chapter, American Association of University Professors.

(h) "Contract/grant professors, associate professors, assistant professors, instructors, master faculty specialists, faculty specialists II, faculty specialists I and post-doctoral fellows" are ranked bargaining unit faculty, so designated by Western to conduct research and other programs sponsored by external agencies and, in so doing, perform work different from, and additional to, the usual faculty duties and responsibilities. Contract/grant faculty may be compensated for the specified portion of their assigned time on the project at "market value," in accordance with the policy for the establishment of contact/grant professorships approved by the President of the University on September 13, 1988 (see Appendix A, [University Policy Contract/Grant Professorships](#)), as long as the support for their compensation is derived entirely from externally-funded grants or contracts.

(i) "Department" means, but is not limited to, any of the organizational components of a unit constituency (e.g., Department of Chemistry or School of Public Affairs).

(j) "Emergency periods" means those periods when it becomes necessary for the President or his/her designee to suspend University operations due to weather conditions, physical damage, or other emergency conditions that prevent normal operations. Bargaining unit faculty members prevented from working by short-term close-down of the entire University or their personal work area will receive their normal pay and be considered as being excused from their professional duties for the emergency period.

(k) "Faculty" mean all persons appointed to University positions classified as ranked faculty, adjunct faculty, visiting professors, and part-time instructors.

(l) "Faculty specialists" mean persons appointed as one of five categories of specialized faculty: (1) lecturer; (2) clinical specialist; (3) professional specialist; (4) aviation specialist; and (5) language specialist.

(m) "Faculty, traditionally-ranked" means faculty ranked as instructor, assistant professor, associate professor, or professor.

(n) "Graduate assistants" mean graduate students pursuing a program leading to a graduate degree at the University and receiving payment for services to the University. "Graduate assistants" fall into two broad categories of assignment: (a) those involved in teaching classes that produce credit hours independent of any other faculty member or instructor, and (b) those involved in assisting with classes, research, and/or administrative responsibilities.

(o) "Joint appointment" means the appointment of a faculty member to a primary (home) department and to a secondary department or unit.

(p) "Non-unit faculty" means those persons who are faculty members not included in the bargaining unit as defined in Article 1, Recognition of Chapter (or as stipulated elsewhere).

(q) "Part-time faculty" means persons appointed on a semester-by-semester or session-by-session basis, without Board approval, to teach (or to assist with the teaching of) specific classes or to assume other appropriate instructional responsibilities.

(r) "Ranked faculty" means all persons employed by Western Michigan University who hold Board appointments in any of the following categories: professor, associate professor, assistant professor, instructor, master faculty specialist, faculty specialist II or faculty specialist I.

(s) "Semester" means a period of instruction normally encompassing 75 business days, exclusive of Saturdays, Sundays, and University-recognized holidays. A semester shall not exceed 76½ business days nor be fewer than 71 business days.

(t) "Session" means a period of instruction normally encompassing 37 business days, exclusive of Saturdays, Sundays, and University-recognized holidays. A session shall not exceed 38 business days.

(u) "Tenure-track appointment" means a ranked faculty appointment by the Board of Trustees, that is probationary in nature, and that makes the holder eligible for consideration for tenure in accordance with the terms and provisions of this Agreement

(v) "Term appointments" means employment for a specific period, with a separation date specified at the time of appointment. These appointments are for one-year periods and are renewable annually for up to five (5) consecutive years, with such decisions as to separation date made by the Office of the Provost at the time of appointment. All term faculty appointments are made by the Board of Trustees.

(w) "Unit constituency" means, but is not limited to, any of the University's colleges (e.g., Fine Arts) or college divisions (e.g., Arts and Sciences - Humanities), the Library and ~~the University Counseling and Testing Center~~ **Counseling Services at Sindecuse.**

(x) "Unit faculty" means those persons who are faculty members included in the bargaining unit as defined in Article 1, Recognition of Chapter.

(y) "University" means Western Michigan University, a constitutionally-established institution of higher education, located in Kalamazoo, Michigan.

(z) "University-recognized holidays" means all holidays so designated by Western. Bargaining unit faculty shall not be required to work during such University-recognized holidays. The University observes eleven (11) holidays for all bargaining unit faculty (see Article 38, University Calendar). Included are: two (2) days each at Thanksgiving, Christmas, and New Year's, and single days for Dr. Martin Luther King, Jr. Day, Spirit Day, Memorial Day, Independence Day, and Labor Day. In addition, for fiscal-year appointments only, the University recognizes one personal day to be mutually agreed upon by the faculty member and his/her supervisor as a paid holiday.

(aa) "Visiting professors" mean persons appointed by the Board of Trustees for a specified term at the University while on leave from another institution or organization.

(ab) "Western" means the Board of Trustees of Western Michigan University and the administrative agents of said Board.

(ac) "Business day" for the purposes of Articles 12 and 22 refers to those days between and including Monday to Friday, excluding University-recognized holidays and closures.