



## POLICY & PROCEDURE DOCUMENT

NUMBER: 1.0000

SECTION: Academic Affairs

TITLE: Academic Affairs Policies - General

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### I. Scope and Purpose

This policy covers all policies under the purview of the Office of Academic Affairs. It enumerates the various sources, in addition to the official Policies Repository, in which Academic Affairs policies are to be found, and defines which policies are active and which take priority. Policies in other locations may be superseded by official policies that appear on this site.

### II. Policy

1. All policies in the Academic Affairs series (i.e., numbered 1.xxxx) and held in the WKU Policy Repository at [www.wku.edu/policies](http://www.wku.edu/policies) are definitive policies of the Office of Academic Affairs and supersede any other extant policies on corresponding matters.
2. Policies in
  - A. the Academic Administrative Handbook, available online at <http://www.wku.edu/Dept/Support/AcadAffairs/AcadAdministrativeHandbook.htm>,
  - B. the Official University Undergraduate and Graduate Catalogs;
  - C. sections in the Faculty Handbook relating to faculty appointment, continuance, evaluation, promotion and tenure; faculty duties and responsibilities; justified absence from work; outside employment and compensation; conflict of interest; sabbatical and other leaves; sexual harassment; and governance.

have the status of policies, unless superseded by an policy in the WKU Policy Repository.

### III Procedure

1. The Office of Academic Affairs shall progressively follow the policy of WKU Policy 0.0000 to bring policies under II (2) A and II (2) C to the status of official university policies.

2. Where policies existing under II (2) contradict each other, this shall be resolved through the formal process of policy approval.
3. New policies may be introduced in accordance with the provisions of WKU Policy 0.0000

#### **IV Related Policies**

Policy 0.0000 Policy on Policies

draft for deliberation and discussion