

Proposal to Amend WKU Faculty Handbook: Substantive Change

Substantive change is defined as addition, deletion, or revision of policy or procedure.

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1. Type of Change:

☐ Addition: Where possible, identify the section of the handbook to which addition is proposed:

☐ Deletion: Identify the section of the handbook from which deletion is proposed:

☒ Revision: Identify the section of the handbook to which revision is proposed:

IV, section 4, c., paragraph 2

2. Proposals should be made in the form of text intended as an addition to or a replacement of, in whole or in part, some current section of the Faculty Handbook.

Modify IV, sec.4, c., paragraph 2 from original dates to amended date proposed amended date in bold and bracketed.

- By March 1 of the first year of appointment,
- By October 1 [**October 20**]of the second year of appointment and thereafter (per section IV.B.3.a);
- By February 14 of the faculty member's tenure review year (per section IV.B.3.b.).

3. Rationale for amendment: The proposed amendments shift a date as requested by the Provost to alleviate bottlenecks and undue burden of meeting the stated deadlines both at the dean and provost levels of review and maintains internal consistency in the document..

For Senate Use only

- SEC meeting date: _
- SEC action:
- Handbook Committee notification of submission ☐
- Standing Committee action (if applicable):
- Senate meeting date (if applicable):
- Senate action (if applicable):
- Provost action (if applicable):
- Handbook Committee Action (if applicable):