

**Proposal to Amend WKU Faculty Handbook: Substantive
Change2015-001 Approval of Ranks**

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:

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

Sec. III., A.

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.

Amend Section III., A. to read (changes highlighted): Faculty rank and promotion in rank at WKU are based on **the criteria below, as** adopted by the Board of Regents.

Rank is granted on the basis of academic qualifications, experience and demonstrated achievement. The criteria stated below shall serve as guides in assigning academic rank. Exceptions to these criteria may be made in situations where the candidate shows exceptional credentials in the areas of (a) academic qualifications; (b) experience; or (c) sustained achievement in teaching effectiveness, research and creative activity, and University/public service.

The department head and departmental faculty within each academic unit have the responsibility of developing specific criteria for determining what constitutes “sustained achievement” for each rank. These criteria must conform to the minimum University standards listed below and must be made publicly available in hard or e-copy form. Guidelines for all ranks must be recommended by the department head, **dean, and the Provost.** [Current language reads “...department head and dean, the Provost, and the President and approved by the Board of Regents before implementation.”]

3. Rationale for amendment:

This is for consistency and clarity in appointments to and promotions in tenure track positions. The proposed amendment removes ambiguous language that might be construed to require Board of Regents approval for individual departmental and college tenure and promotion criteria.