

Proposal to Amend WKU Faculty Handbook: Substantive Change

02-2018 Guidelines for tenure-eligible faculty

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.B.2

Current wording:

IV.B.2 Notice to New Faculty

New faculty members will be given information about the tenure review process and grievance appeal process at the beginning of the first year of employment at WKU. These processes are described at the University level in the Faculty Handbook, and in the guidelines for tenure issued by the faculty member's department. The edition of the Faculty Handbook and the version of the College and Departmental guidelines on the employment starting date as indicated in the formal letter of appointment shall be included in the faculty's permanent file in Academic Affairs. Faculty shall be reviewed for tenure under the standards in place on the employment starting date as indicated in the formal letter of appointment or the standards in place at the time of tenure review.

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.

Proposed:

IV.B.2 Notice to New Faculty

New faculty members will be given information about the tenure review process and grievance appeal process at the beginning of the first year of employment at WKU. These processes are described at the University level in the Faculty Handbook, and in the guidelines for tenure issued by the faculty member's department. The edition of the Faculty Handbook and the version of the College and Departmental guidelines on the employment starting date as indicated in the formal letter of appointment shall be included in the faculty's permanent file in Academic Affairs. Faculty shall be reviewed for tenure under the standards in place on the employment starting date as indicated in the formal letter of appointment. **or the standards in place at the time of tenure review.**

3. Rationale for amendment:

To ensure consistency throughout the handbook based on approved changes made last year (Faculty Handbook 08a-2017 Guidelines for Tenure-eligible faculty) to that language elsewhere in the handbook (III.D.1).