

## **Report of the Faculty Handbook Committee Western Kentucky University**

Chair: Kate Hudepohl

Committee members: Cathy Carey, John Gottfried, Patricia Minter, Lora Moore, and Les Pesterfield

The Faculty Handbook Committee report consists of summary lists of agenda items from each of three meetings in February 2019, upcoming agenda items, and action items put forward for consideration at March SEC/Senate.

Date: February 6, 2019 in FAC 250, 3:00 – 4:40 p.m.

Present: Carey, Gottfried, Hudepohl, Moore, and Pesterfield

Advisory: Kirk Atkinson

Others present: Mac McKerral

### 2/6/19 Agenda

1. Discuss whether to allow absentee voting of committee members
2. Set next meeting as 2/11/2019 from 2:00 – 3:00 in FAC 250
3. Review Master agenda to point out upcoming items for consideration
4. Discuss proposals from Academic Affairs

Date: February 11, 2019 in FAC 250, 2:00 – 3:30 p.m.

Present: Carey, Gottfried, Hudepohl, and Pesterfield

Advisory: Amber Scott Belt

### 2/11/19 Agenda

1. Set next meeting as 2/25/2019 from 3:00 – 4:00 in FAC 250
2. Discuss matter of student cheating but withdrawing from class to avoid F
3. Continue discussion of Academic Affairs proposals
4. Discuss proposal to clarify existing procedure regarding regent election

Date: February 25, 2019 in FAC 250, 3:00 – 4:30 p.m.

Present: Carey, Gottfried, Hudepohl, Moore, and Pesterfield

Advisory: Amber Scott Belt

### 2/25/19 Agenda

1. Set March meetings as 3/18/2019 from 3:15 – 4:00 p.m. and 3/25/2019 from 3:00 -4:00
2. Further discussion on student cheating situation
3. Continue discussion of Academic Affairs proposals
4. Finish discussion of regent election proposal
5. Begin initial discussion of proposed revisions to Senate Charter regarding Faculty Handbook

## **Upcoming Agenda Items**

1. Continue discussion of proposed revisions to Senate Charter
2. Discuss whether to incorporate explicit language from Policy 1.2000 Full-Time, Non-Tenure Eligible Faculty Contracts
3. Discuss whether to modify promotion criteria for associate to full (continuation from discussion last year that resulted in a change to tenure and promotion from assistant to associate)
4. Consider proposal submitted by faculty member regarding changes to continuance, tenure and

- promotion
5. Consider suggested edit to language regarding post-tenure review disputes

### **Action Items**

The Faculty Handbook Committee submits the following items for approval:

1. 01-2019 – Substantive Change: Appendix - Faculty Regent Election
2. 02-2019 – Non-Substantive Change: Foreword
3. 03-2019 – Non-Substantive Change: I.B.2. Graduate Council
4. 04-2019 – Non-Substantive Change: II.K. Course Syllabi and Student Performance Procedures
5. 05-2019 - Non-Substantive Change: II.N. Grade Reporting
6. 06-2019 - Non-Substantive Change: II.P. Academic Advising
7. 07-2019 - Non-Substantive Change: II.W.1. Extra –University consulting
8. 08-2019 – Substantive Change: IV.C.2. Faculty Complaint
9. 09-2019 – Substantive Change: II.A.2. Lecturer Appointment
10. 10-2019 – Substantive Change: III.F.1. Promotion Application Deadlines
11. 11-2019 – Substantive Change: IV.B.2. Notice to New Faculty
12. 12-2019 – Substantive Change: III.D.1 Criteria for Promotion Recommendation

Respectfully submitted, Kate Hudepohl