

April 2021
Report of the Faculty Handbook Committee
Western Kentucky University

Chair, Laura DeLancey
Additional Members: James Barker, Rob Hale, Cynthia Mason, Jack Montgomery, Lora Moore,
Les Pesterfield

Informational

Faculty complaints:

Last month the Handbook Committee put forward several revisions to streamline the faculty complaint process. III.G: Procedures for Recommending Promotion for Instructors was pulled for minor revisions. See Handbook Committee report from March for context.

Appendix: faculty regent election:

Vice Chair of Senate Dan Clark brought forward several amendments to bring the handbook in line with current practice and to clarify voting eligibility.

Faculty track policies:

WKU has five faculty tracks: traditional and pedagogical (tenure-eligible), and clinical, research, and instructor (not tenure eligible). Currently, Academic Affairs has policies for three of these tracks: 1.1962 *Research Track Faculty*, 1.1991 *Pedagogical Track Faculty*, and 1.1980 *Clinical Track Faculty*.

The proposed additions to the Faculty Handbook would eliminate the need for these three policies by providing equivalent information regarding appointment, promotion, evaluation, and termination for all five faculty tracks.

None of the proposed changes will have an impact on current procedures; the committee's goal is only to consolidate information for all faculty tracks in one place, the Faculty Handbook.

Below is a summary of changes, also available in the proposed action item.

II.A.1 Generally:

- Added brief description of each of the five faculty tracks.
- Moved information on reassignment of faculty.
- Language adapted from policies 1.1991 *Pedagogical Track Faculty*, 1.1980 *Clinical Track Faculty*, 1.1962 *Research Track Faculty*, and 1.2001 *Continuing Appointments*.

II.X. Faculty Evaluation:

- Clarified that the faculty evaluation process is the same for traditional, pedagogical, clinical, and instructor track faculty.
- Added information on evaluation of Research faculty from policy 1.1962 *Research Track Faculty*.

III. Faculty Promotion:

- Re-named section Faculty Rank and Promotion
- Removed academic experience requirement from Assistant Professor ranks. These are entry-level positions. Academic experience and sustained achievement requirements were relevant when WKU was incorporating faculty from the Bowling Green Community College.
- Added procedures for recommending promotion for Clinical and Research faculty from policies 1.1980 *Clinical Track Faculty* and 1.1962 *Research Track Faculty*.

IV. Faculty Tenure and Continuance:

- Specified that this section related only to tenure-eligible faculty.
- Added description of continuance committee membership.
- Added language from policy 1.1991 *Pedagogical Track Faculty* regarding failure to earn early tenure.

VII. Termination of Faculty

- Added information on termination of non-tenured faculty from policies 1.2001 *Continuing Appointments* and 1.1962 *Research Track Faculty*.
- Referencing the non-continuance process is erroneous for faculty track who don't go through continuance (clinical, research, and instructor). These faculty should use the grievance process if not renewed.

In the proposed revision, yellow highlight indicates adding language to the faculty handbook. In most cases this is language adapted directly from current academic affairs policies.

Blue highlight indicates moving language from one section of the handbook to another.

Action Items:

1. Faculty Handbook Revisions III.G. Procedures for Recommending Promotion for Instructors.
2. Handbook Appendix Revision 5
3. Handbook Appendix Revision 8
4. Handbook Appendix Revision 9
5. Handbook appendix Revision 21
6. Incorporating faculty track policies into the handbook (sections II, III, IV, and VII)
 - The proposed changes only make sense and will only justify the elimination of policies 1.1962 *Research Track Faculty*, 1.1991 *Pedagogical Track Faculty*, and

1.1980 *Clinical Track Faculty* if adopted all together. For this reason we are submitting all proposed changes as a single action item.

Respectfully Submitted,

Laura DeLancey