

Proposal to Amend WKU Faculty Handbook: Substantive Change

2025-2026 (II.A.3. Reassignment of Faculty, pp. 8-9)

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:

Current wording:

II.A.3 Reassignment of Faculty: The Division of Academic Affairs and the colleges receiving reassigned faculty for any circumstance are committed to protecting the faculty member's tenure and promotion rights and will abide by processes set forth in the Faculty Handbook under which they were hired and/or any pre-existing agreement – for example, a letter of appointment – that may be relevant to individual faculty members. Further, Associate Professors who are reassigned to a different unit for any reason may choose to follow the standards of promotion to Professor in their unit of origin or the standards in the receiving unit. Faculty who are reassigned to a new academic unit will receive a letter from the Dean noting the transition. The letter will reference the criteria under which the faculty member will be reviewed.

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:

II.A.3 Reassignment of Faculty: The Division of Academic Affairs and the colleges receiving reassigned faculty for any circumstance are committed to protecting the faculty member's tenure and promotion rights and will abide by processes set forth in the Faculty Handbook under which they were hired and/or any pre-existing agreement – for example, a letter of appointment – that may be relevant to individual faculty members. Further, faculty who are reassigned to a different unit for any reason may choose to follow the standards of tenure and/or promotion in their unit of origin or the standards in the receiving unit. Faculty should make this request in writing no later than May 1 preceding the July 1 transition to the new unit. Faculty who are reassigned to a new academic unit will receive a letter from the Dean noting the transition. The letter will reference the criteria under which the faculty member will be reviewed. See also III.D.1, paragraph 2 on promotion criteria.

3. Rationale for amendment:

This change gives Assistant Professors the option to change criteria if they are required to move to a new unit. The revision also gives reasonable deadlines for professors to make the request and for Deans to align requests with their new letters of appointment. With the proliferation of departmental mergers at WKU, this revision seems timely. The reference to III.D.1 also helps reduce confusion between tenure and promotion practices.