

**Proposal to Amend WKU Faculty Handbook: Substantive Change**

**2025-2026 (III.D. Criteria for Promotion Recommendations, pp. 23-24)**

*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:

III.D. Criteria for Promotion Recommendations: (Traditional, Pedagogical, Clinical and Research Tracks)

III.D.1. General: Promotion decisions at WKU are made at six levels: recommendations from the department/school peer review (which may include internal and/or external letters of recommendation), the department chair/director, the academic dean, the Provost, the President, and approval by the Board of Regents.

Review at all levels will apply the standards for promotion set by the University. The academic deans will establish and preserve for the various disciplines levels of achievement that equalize the rigor with which candidates from different departments/schools are judged. The standards developed by each academic department/school must be in compliance with the standards stated here and should serve to state explicitly the requirements for promotion within a specific department/school. As standards for promotion change, faculty seeking promotion to Associate Professor shall follow University, College, and Departmental standards on the employment starting date as indicated in the formal letter of appointment.

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:

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Departmental standards on the employment starting date as indicated in the formal letter of appointment. However, faculty seeking tenure and promotion to Associate Professor may follow updated criteria if they make a written request to the department chair/director by August 1 of their mandatory review year, and the chair/director and dean approve it. Faculty seeking promotion to Full Professor will follow guidelines in place during the year of their application. See also II.A.3 Reassignment of Faculty

3. Rationale for amendment:

WKU has allowed junior colleagues to follow updated criteria, particularly when they are clearer than the former ones. This change makes the option more visible and acceptable to all relevant faculty. WKU has always asked faculty seeking promotion to full professor to follow the criteria in place during their application year—this language makes that practice more explicit.

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