

Rec. #2017-05-06 UNIVERSITY SENATE RECOMMENDATION TO THE PROVOST  
The University Senate recommends approval of the Proposal to Amend WKU Faculty Handbook: Substantive Change —12-2017 Amending Instructor-level promotion criteria, as per the Faculty Handbook Committee Report presented at the May 2017 meeting of University Senate.

## Proposal to Amend WKU Faculty Handbook: Substantive Change

### 12-2017 Amending Instructor Level Promotion Criteria

*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:

III. B. 3. Instructor Ranks (In all appropriate places throughout this section on instructor ranks)

**Deletion:** Identify the section of the handbook from which deletion is proposed:

**Revision:** Identify the section of the handbook to which revision is proposed:

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.

Current language:

p. 21 (III.B.3.a.iii.) and (III.B.3.b.iii.)

“Demonstrated achievement appropriate for this rank in teaching effectiveness and university/public service. Emphasis is placed upon effective teaching and student engagement.”

Proposed language:

“Demonstrated achievement appropriate for this rank in teaching effectiveness and, **when applicable,** university/public service. Emphasis is placed upon effective teaching and student engagement.”

#### 3. Rationale for amendment:

The need for “when applicable” arises because the requirements for instructors vary widely from department to department. In some departments —the School of Journalism & Broadcasting for example — instructors are not required to do scholarly/creative work or service.

This does not mean they cannot do it. However, it is not a requirement. The current language used in the instructor ranks section of the handbook makes it appear that scholarly/creative activity and service are mandatory, when in fact some departments might not require them. Certainly instructors who are not required to do them but who do should be recognized for it. But those who do not, should not be penalized. The simple addition of “when applicable” makes that clear.