

## Report of the Faculty Handbook Committee

Western Kentucky University

Chair, Margaret Crowder

Vice Chair, Les Pesterfield

Additional members: Dawn Bolton, Dana Bradley, Eve Main, Shura Pollatsek for Yvonne Petkus, Janet Tassell

Dates: April 6<sup>th</sup>, 2016; April 20<sup>th</sup>, 2016

Present: Crowder, Bolton, Main, Pesterfield, Pollatsek (4/6); Crowder, Bolton, Main, Pesterfield, Tassell, Kristin Wilson – guest (4/20)

### **Information Items**

4/6

Discussion of outcomes on FH committee items from the April 4<sup>th</sup> meeting of the SEC. Further discussion of whether or not to bring proposal for FH to be approved at the Board of Regents level is desired and will occur at the next meeting of the FH committee on April 20<sup>th</sup>. Suggestion was made to seek additional opinions regarding this item, specifically from the current Faculty Regent.

Discussion of 01a-2016 Continuance Documentation Flow. FH committee included a suggested edit, adding the word “will” in a sentence for proposed wording of the second sentence (this is a purely editorial addition to the last version). FH committee splits the dates on responses to allow more time for department head response. With the revision of the new dates, FH committee adds that the candidate response is sent to both the department head and the dean, so as not to limit the time in which the department head can forward their recommendation packet to the dean. FH committee approves the revised substantive action item below.

Discussion of Pedagogical Faculty section to be added. Sections were divvyed up amongst committee members to provide draft wording within the next few weeks via email to the FH committee. Final discussion on this item should occur during the next meeting on April 20<sup>th</sup>.

4/20

Discussion of 04-2016 Graduate Faculty, an item that was brought to us from Kristin Wilson, who was present for the discussion. A few minor edits were requested, and the proposal was approved, with revisions. FH committee requested that parallel changes to Policy 1.1111 be brought through as a proposal at the same time as this FH request, but it is unknown if that will be possible within the time constraints for the May meeting dates.

Discussion of multiple items to update the FH to account for Pedagogical Track faculty, per Policy 1.1990. A few additions/edits were completed after the meeting, via email, and approved by the FH committee through email vote.

05-2016 Criteria for Individual Ranks – specific wording from Policy 1.1990 included in several sections, for clarity. FH committee approves the action item, below.

- 06-2016 Criteria for Promotion – Areas of Performance –  
Discussion surrounding items within the Research/Creative Activity section and whether or not a separate section for possible work by Pedagogical Track faculty should be included. FH Committee decided to include general language regarding no expectation of scholarly research, as outlined by Policy 1.1990. FH Committee approves the action item, below.
- 07-2016 Criteria for Promotion – Levels of Performance - specific wording from Policy 1.1990 included in several sections, for clarity. FH committee approves the action item, below.
- 08-2016 Procedures for Recommending Promotion –  
Discussion of lack of current numbers of Pedagogical Faculty to evaluate other Pedagogical Faculty for promotion. FH Committee approves the action item, below.
- 09-2016 Tenure Appointment – Areas of Performance  
FH Committee approves the action item, below.

Discussion of the proposal to send the FH forward to the BOR for approval. FH Committee had requested and obtained the opinion of the current Faculty Regent, who is also a former Provost. There was much discussion about both the potential positives and potential negatives associated with this possible action. No consensus on the item could be reached by the FH committee and a motion and second was made to table the item until such a time as the committee members could obtain more feedback from their constituents. The motion carried unanimously.

Discussion of the SEC motion request of FH committee to “review language related to populating the Continuance, Tenure and Promotion Committee and the Grievance Committee and suggest edits to clarify the process.”

\*FH committee recognizes that this request cannot be met this term and asks for more specific detail and direction from the SEC in order to comply with this motion for next term.\*

### **Action Items**

The Faculty Handbook submits for further approval the attached Substantive Change forms:

- 01a-2016 Continuance Documentation Flow revised (post-Senate revisions)
- 04-2016 Graduate Faculty
- 05-2016 Criteria for Individual Ranks – Pedagogical faculty addition
- 06-2016 Criteria for Promotion – Areas of Performance – Pedagogical faculty update
- 07-2016 Criteria for Promotion – Levels of Performance – Pedagogical faculty update
- 08-2016 Procedures for Recommending Promotion – Pedagogical faculty update
- 09-2016 Tenure Appointment – Areas of Performance – Pedagogical faculty update

Respectfully submitted,  
Margaret Crowder