Faculty Handbook Revisions Committee
August 8, 2012

Members Present: Cynthia Waskowiak, Carol Vogel, Bill Roach, Pat Munzer, Randy Pembrook, Alan Bearman, Gordon McQuere, Jalen Lowry, Monica Scheibmeir, Steve Angel, Nancy Tate

<u>Discussion</u>

Randy Pembrook passed out two handouts for the Committee's review. The first was an email draft to be sent to faculty informing them of our work so far and upcoming presentations at unit meetings. Alan will review the email, and Randy will send it out.

The other handout was a list of P&T issues that he will present at department meetings. He stressed that handbook revisions will require approval and input by many people outside the committee; the committee's work thus far has been to identify issues and potential directions for revision. When presenting, the sub-committee chairs should be clear about which sections are University standard and where the handbook allows departmental flexibility. For instance, WU requires a terminal degree for certain faculty categories and the department can determine what qualifies as a terminal degree in that area.

On the P&T handout, the committee identified the following areas that are University standard: (2) required chair letter; (3) early review of candidates for promotion and tenure (a unified policy that allows earlier review at department discretion); (4) communication with candidates; (5) review of files by faculty holding identical rank; (6) language pertaining to the probationary period; and (7) communication regarding stopping the tenure clock. Someone questioned when the clock stopping can occur. The sub-committee suggested that administration rely on the process, as it's impossible to list all exception. The handbook will make clear that stopping the clock is not for lack of progress on tenure.

The committee discussed number (8), combining initial tenure review and promotion to associate professor, and decided that is not a University standard. The committee had lots of comments about this area. In some departments, particularly SAS, there's a big difference in promotion and tenure, and combining promotion and tenure would require SAS to completely re-write their process. Currently, some units make promotion more important than tenure, although it's a goal for some units to change, especially based on more requirements for education in certain positions. In the SOL, individuals start as an associate professor and are promoted to professor automatically at tenure.

There's a cultural history at WU to grant tenure but not promotion. Only recently, about 5 or 6 years ago, have they been combines. For some tenure committees, not combining tenure with promotion gave them a way to soften not granting tenure by granting promotion only. It does create awkwardness as to ranks of individuals in departments, though. Promotion at tenure can be from any rank to another, not necessarily associate to professor as in the SOL. It's possible that some guidelines will simply have to be changed to obtain consistency, although we are aware of the possibility of losing faculty if P&T are combined. Someone suggested creating a non-tenure track that allows promotion.

Decisions:

       The committee then discussed our next step after presentations to departments: When presenting, sub-committee chairs will take a straw poll at unit levels to determine areas of general agreement. The sub-committee will then write the section and send it to the faculty affairs committee for review. The sections will frequently be sent out for comment to ensure the process is consultive and transparent. The committee plans to get approval for concepts along the way, as there are lots of moving parts like a need for a by-law change in some areas.

Next meeting: Sept. 5 in Shawnee Room