

ACTION ITEM #2

Revisions to the *Faculty Manual*
(Daniel J. Bernardo)

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Revisions to the *Faculty Manual*

PROPOSED: That the Board of Regents approve these revisions to the *Faculty Manual*

SUBMITTED BY: Daniel J. Bernardo, Provost and Executive Vice President

SUPPORTING INFORMATION: The following three paragraphs were in a previous version of the *Faculty Manual*. Due to an accidental deletion they need to be reinserted on Page 61 of the *Faculty Manual*, at the start of bullet (f):

“Tenure must be granted or denied. Granting of tenure becomes effective on August 16 for academic-year appointees and on July 1 for annual appointees. Upon denial of tenure, notification of non-reappointment will be given at least twelve months in advance of the termination of service.

Notification of the granting or denial of tenure shall be given in writing to the faculty member by the Provost and Executive Vice President within three working days after a decision has been made. While notification of the final tenure decision will be communicated by the Provost and Executive Vice President, the dean or relevant area administrator will provide more detailed analysis.

If the faculty member resigns within ninety calendar days after notification of denial of tenure, no reference will appear in his or her personnel file that tenure was denied or that a recommendation to deny tenure was made. The effective date of such resignation shall be the date upon which the appointment would have been terminated if tenure had been denied, or earlier, if mutually agreed to by both parties.”

Remove the requirement that colleges, departments, schools or other units send copies of their tenure criteria to the Executive Secretary. These documents should be available online at the college, department, school or other unit website, as well as at the Provost's office. The suggested edits are:

Page 54, second to last paragraph:

"After administrative approval, a copy of the criteria shall be provided to every faculty member of the college, department/school or unit ~~and a copy shall be filed with the Executive Secretary of the Faculty Senate.~~"

Page 57, end of first paragraph:

"After administrative approval, a copy of the new or revised criteria and description of the process shall be provided to every faculty member of the college department, school or other unit, ~~and an additional copy shall be filed with the Executive Secretary of the Faculty Senate.~~"

These changes to the *Faculty Manual* were approved by the Faculty Affairs Committee on October 7, 2014 and passed by the Faculty Senate on November 20, 2014.