Faculty Senate Routing Form
(action/proposal attached)

I. Item Title: Modification of Faculty Handbook 4.06

a) Brief Description: Because University Legal Counsel, the Office of the Provost, and the Department Heads' Workshop have reviewed 2010-2011 revisions to the Faculty Handbook and recommend the specific changes, the Collegial Review Council recommends their recommended changes be made to the Faculty Handbook.

b) Initiated by: CRC

II. Faculty Senate Action: ☒ approved ☐ not approved ☐ other date: _4/6/2011_

Comments:  

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FS Secretary signature: Laura Wright date _4/6/2011_

III. Provost: ☐ for information ☐ Recognition of receipt ☑ for action.................. ☐ approved ☐ not approved

Comments:  

__________________________________________

Person responsible for Implementation: Best Request
Provost signature: David DeCenzo date 4/27/11

IV. Chancellor: ☑ for information ☐ Recognition of receipt ☐ for action.......... ☐ approved ☐ not approved

Comments:  

__________________________________________

Chancellor signature: [Signature] date 5/23/11

*Once finalized copies will be returned to Nancy Garden who will scan and distribute electronically to:
Chancellor
Provost
Chair of Faculty Senate
Secretary of the Faculty Senate*
Associate Vice Chancellor for Academic Affairs (for catalog and handbook)
Associate Dean of Graduate School (for catalog)
Others (i.e. person responsible for implementation)
CRC Resolution 4: Modification of Faculty Handbook 4.06, various sections, per recommendations of University Legal Counsel, the Office of the Provost, and the Department Heads’ Workshop

Whereas, University Legal Counsel, the Office of the Provost, and the Department Heads’ Workshop have reviewed 2010-2011 revisions to the Faculty Handbook and recommend the following changes,

Be it resolved that, the Collegial Review Council recommends the following additions (in bold) be made to the Faculty Handbook:

4.06 B
In the 1st, 3rd, and 5th year of the probationary period the candidate submits a reappointment application consisting of the completed AA-12 form with the accumulated AFB letters from the department head during each year of the probationary period attached. The department head and dean may determine that the candidate needs to submit a cumulative reappointment dossier during the 1st, 3rd, and/or 5th year of the probationary period. Candidates requiring an administratively initiated review (dossier) in the 1st, 3rd, or 5th year will complete the dossier within 30 calendar days of notification. These dossiers will be submitted through full review levels the same as 2nd and 4th year reappointments, as determined by each college.

4.06 B.4 (Reappointment Application and Dossier submission deadlines)

- In the 1st (except if candidate is in his/her first full time year at WCU), 3rd, and 5th year of the probationary period, all applications are due on the 1st working day of October.

- All tenure track candidates in the 1st full time year at WCU, on tenure track, regardless of the probationary year, will submit applications (or dossiers if administrative review is initiated) by the 10th working day of January. If a dossier is required the candidate must be notified by the end of exam week in fall semester.

- In the 2nd and 4th year of the probationary period, all dossiers are due on the 1st working day of October.

- All candidates in the 3rd and 5th year of the probationary period who are asked to submit dossiers for administrative review must be notified by the 1st working day of September; these dossiers will be due on the 1st working day of October. However, department heads and deans are encouraged to notify candidates as soon as possible.