

Resolution to Add Content to the Foreword of the *Faculty Handbook*
April 10, 2012

WHEREAS the *Faculty Handbook* does not direct faculty who have questions or concerns about policies, rules or procedures to any person or committee for address; and

WHEREAS the *Faculty Handbook* does not address how infractions to the policies, rules and procedures of the *Faculty Handbook* are handled;

BE IT HEREBY RESOLVED that the following bolded paragraphs be added to the Foreword as reproduced below:

FOREWORD

The *Faculty Handbook* provides selective information about the University of Central Arkansas (“university”) for current and prospective faculty members. It is not a comprehensive, self-contained policy document. Policies of the Board of Trustees, and other policies and procedures of the university must also be consulted. A table of contents lists the topics covered.

This *Faculty Handbook* repeals and supersedes all previous editions. Copies of the *Faculty Handbook* and any supplements thereto are available in the Office of the President, the Office of the Provost, the deans of each college and the various department chairs of the university. The copy retained by the Provost is the **official** version of the *Faculty Handbook*.

Nothing in this *Faculty Handbook*, nor any amendments or revisions hereto, shall replace, amend, abridge or contravene any federal or state law, the policies of the Board of Trustees, or the constitution or laws of the State of Arkansas or the United States of America.

Other information applicable to members of the faculty, including but not limited to, employment benefits, optional insurance plans and retirement policies and plans, may be obtained from the University’s Associate Vice President for Human Resources.

For question or concerns about policies, rules, or procedures, faculty should contact the individual college representative on the Faculty Handbook Committee or the current chair of this committee.

Suggested changes to this document should be made to the Provost or to the President of the Faculty Senate for submission to the Faculty Handbook Committee. Any revisions to this *Faculty Handbook* shall be made only upon the written recommendation of the President to the Board of Trustees, and thereafter adoption by the Board of Trustees of a resolution setting forth the revisions.

Infractions to the policies, rules, and procedures outlined in the Faculty Handbook are reported by the chair of the Faculty Handbook Committee to the President of the university.