

## 2016 Revisions to the UCA Faculty Handbook

The UCA *Faculty Handbook* Committee recommends revisions to chapters 2, 3, 4 and 7 of the current *Faculty Handbook*. The following is a summary of the recommended revisions (**The items in highlight indicate proposed revisions that were not a part of the initial suggested revisions provided to the Faculty Senate in March.**):

- Chapter 2:
  - Chapter 2.IV. (pg. 6): text deleted for purpose of title update;
  - Chapter 2.IV.A.1.b. (pg. 6): text deleted and added for purpose of a) title update and b) clarification of responsibility;
  - Chapter 2.IV.A.1.c. (pg. 6-7): text added and deleted for purpose of a) consolidating associate provost membership/responsibilities (see 2.IV.A.1.d. and 2.IV.A.1.e.) and b) clarification of responsibilities;
  - Chapter 2.IV.A.1.d. (pg. 7): text deleted for purpose of consolidation of associate provost membership/responsibilities (see 2.IV.A.1.c.);
  - Chapter 2.IV.A.1.e. (pg. 7): text deleted for purpose of consolidation of associate provost membership/responsibilities (see 2.IV.A.1.c.);
  - Chapter 2.IV.A.2. (pg. 7): text added to for purpose clarifying responsibilities (text relocated from Chapter 4.I., pg. 51).
- Chapter 3:
  - Chapter 3.IV.A. (pg. 23): text added for the purpose of clarification.
  - Chapter 3.VII.D. (pg. 35): text added and deleted for purpose clarifying the advancement appeal process/committee language (text relocated and revised from Chapter 7.I.B., pg. 74).
- Chapter 4:
  - Chapter 4.I. (pg. 51): text deleted and moved to Chapter 2.IV.A.2, pg. 7.
- Chapter 7:
  - Chapter 7.I.A. (Academic Freedom Committee, pg. 73): text added and deleted for purpose of clarification of membership;
  - Chapter 7.I.B. (Advancement Appeals Committee, pg. 74): text deleted for relocation to Chapter 3.VI.D., pg. 35;
  - NEW Chapter 7.I.B. (Diversity Advisory Committee, pg. 74): text added and deleted for a) update of committee name and b) replacement of committee description language with a link to Board Policy 525 as this now applies;
  - Chapter 7.I.C. (Athletic Committee, pg. 74-75): text added and deleted for update of a) administrative title and b) clarification of membership;
  - Chapter 7.I.D. (SBAC, pg. 75): text added and deleted for a) update of committee name and b) replacement of committee description language with a link to the UCA Strategic Plan;

- Chapter 7.I.E. (Council of Vice Pres., pg. 76): text deleted for the purpose of deleting committee from Faculty Handbook;
- NEW Chapter 7.I.E. (Employ. Benefits Advisory Committee, pg. 77): text added (relocated) from Chapter 7.I.J., pg. 79-80 with revised committee name;
- Chapter 7.I.F. (Faculty Emeritus Committee, pg. 77): text added for clarification of membership;
- Chapter 7.I.G. (Faculty Grievance Panel, pg. 77-78): text added and deleted for purpose of a) addition of an unaffiliated faculty representative, b) clarification of membership and c) typographical correction.
- Chapter 7.I.H. (Faculty Handbook Committee, pg. 78-79): text added and deleted for clarification;
- Chapter 7.I.I. (Faculty Hearing Committee, pg. 79): text added and deleted for a) addition of an unaffiliated faculty representative, b) clarification of procedure and membership, and c) typographical correction;
- Chapter 7.I.J. (Fringe Employ. Benefits Comm., pg. 79-80): text deleted for relocation to Chapter 7.I.E., pg. 77;
- **NEW Chapter 7.I.J. (Information Technology Committee, pg. 80): text added for newly created committee;**
- Chapter 7.I.K. (Public Art Committee, pg. 81): text added and deleted for minor corrections and clarification;
- Chapter 7.I.M. (Retention Committee, pg. 82): text deleted for purpose of removal of committee due to replacement by Student Success and Retention Council at Chapter 7.II.O., pg. 85-86;
- NEW Chapter 7.I.M. (Sexual Harass. Complaint Committee, pg. 82): text added and deleted for replacement of committee language with a link to Board Policy 511 which now applies;
- **Chapter 7.I.N. (Student Success & Retention Committee, pg.85-86): text added for addition of the Student Success and Retention Council (replacing the Retention Committee previously found at Chapter 7.I.N., pg. 82);**
- Chapter 7.I.O. (University Admissions Committee, pg. 86): text added and deleted for a) revision of the committee charge, b) revision of chairmanship to align with new reporting line, and c) for clarification.
- Chapter 7.II.A. (Academic Assessment Committee, pg. 87-88): text added and deleted for a) update of committee name, charge responsibilities, membership and meeting frequency;
- Chapter 7.II.B. (Academic Adj. & Appeals Comm., pg. 88): text added and deleted for a) update of committee name and b) revision of committee membership;
- Chapter 7.II.C. (Council of Deans, pg. 89): text added and deleted for a) update of administrative titles, b) clarification and c) revision of meeting frequency;

- Chapter 7.II.D. (Distance Education Advisory Committee, pg. 89): text deleted for removal of committee to be replaced by the Online Learning Advisory Committee now found at Chapter 7.II.M., pg. 96;
- NEW Chapter 7.II.D. (Faculty Development Committee, pg. 89-90): text added and deleted for a) update of administrative title and b) addition of an unaffiliated faculty representative;
- Chapter 7.II.E. (Faculty Salary Review, pg. 90): text added and deleted for a) revision of committee charge, b) addition of an unaffiliated faculty representative and c) clarification;
- Chapter 7.II.F. (UCA Core Council, pg. 90-91): text added and deleted for a) update of committee name and b) update of committee membership to align with Faculty Senate website;
- Chapter 7.II.G. (Graduate Council, pg. 91-92): text added and deleted for a) update of administrative titles, b) revision of membership and c) revision for clarification;
- Chapter 7.II.H. (Honorary Degree Committee, pg. 92-93): text added for clarification
- Chapter 7.II.I. (Honors Council, pg. 93): text added and deleted for a) revision committee charge, membership and responsibilities to align with the Faculty Senate website and b) update of administrative titles;
- Chapter 7.II.J. (Instit. Animal Care & Use Committee, pg. 93-94): text added and deleted for a) updated administrative titles and b) typographical corrections.
- Chapter 7.II.K. (Instit. Review Board, pg. 94-96): text added and deleted for a) revision of charge for clarification, b) revision of membership align with the current needs and responsibilities of this committee and for clarification, c) update of administrative titles and d) clarification of meeting requirements.
- Chapter 7.II.L. (Library Committee, pg. 96): text added and deleted for revision of membership including the addition of an unaffiliated faculty representative;
- Chapter 7.II.M. (Online Learning Advisory Committee, pg. 96-97): text added for addition of the Online Learning Advisory Committee to the Faculty Handbook to replace the Distance Learning Advisory Committee (previously found at Chapter 7.II.D, pg. 89);
- Chapter 7.II.N. (Professional Education Council, pg. 97-98): text added and deleted for a) revision of committee membership and b) typographical corrections;
- Chapter 7.II.O. (Public Service Award Committee, pg. 98): text added and deleted for a) addition of an unaffiliated faculty representative and b) for clarification;
- Chapter 7.II.P. (Research Award Committee, pg. 98-99): text added and deleted for a) addition of an unaffiliated faculty representative and b) for clarification;
- Chapter 7.II.Q. (Sabattical Leave Review Committee, pg. 99): text added and deleted for a) clarification committee membership and b) addition of one unaffiliated faculty member;

- Chapter 7.II.R. (Scholarship Committee, pg. 99): text relocated to Chapter 7.IV.A, pg. 105-106.
- Chapter 7.II.S. (Sponsored Program Advisory Committee, pg. 99-100): text deleted for removal of committee from faculty handbook.
- NEW Chapter 7.II.R. (Service-Learning Advisory Committee, pg. 100): text added for addition of new committee to the Faculty Handbook.
- NEW Chapter 7.II.S. (Study Abroad Advisory Committee, pg. 100-101): text added for addition of new committee to the Faculty Handbook.
- Chapter 7.II.T. (Teaching Excellence Award Committee, pg. 101): text added and deleted for a) addition of an unaffiliated faculty representative and b) for clarification;
- Chapter 7.II.U. (Undergraduate Council, pg. 101-102): text added and deleted for a) addition on an unaffiliated faculty representative and b) revision for uniformity and clarification;
- Chapter 7.II.V. (University Computing & IT Committee, pg. 102-103): text deleted for removal of the committee to be replaced with the new Information Technology Advisory Committee at Chapter 7.I.K, pg. 80;
- NEW Chapter 7.II.V. (University Research Council, pg. 103): text added and deleted for a) update of administrative titles and b) addition of link to Board Policy 410;
- Chapter 7.III.A. (Discipline Committee, pg. 103-104): text added and deleted for a) clarification and b) typographical corrections;
- Chapter 7.III.B. (Health and Wellness Promotion Committee, pg. 104): text deleted for relocation to Chapter 7.VI.A., pg. 108-109 due to revised reporting line;
- NEW Chapter 7.III.B (Student Center Board, pg. 104-105): text added and deleted for a) update of administrative titles and b) typographical correction;
- Chapter 7.III.C (Student Grievance Committee, pg. 105): text added and deleted for revision of membership;
- Chapter 7.IV. (pg. 105): text added to update administrative title;
- Chapter 7.IV.A (Scholarship Committee, pg. 105-106): text added for a) relocation of committee from Chapter 7.II.R, pg. 99 as a result of revised reporting line and with b) revision of charge and membership.
- Chapter 7.IV.B (Sustainable Environment & Ecological Design Committee, pg. 106): text added and deleted for a) update of administrative titles and b) typographical corrections;
- Chapter 7.IV.C. (Traffic and Parking Committee, pg. 106-107): text added and deleted for a) revision of committee membership and chairmanship and b) update of administrative titles;
- Chapter 7.IV.D. (University Safety, pg. 107): text added and deleted for a) update of administrative titles and b) revision of membership and meeting frequency;

- Chapter 7.IV.E. (Financial Aid Committee, pg. 107-108): text added and deleted for a) revision of membership and b) update of administrative titles;
- Chapter 7.IV.F (Housing Exemption Committee, pg. 108): text added and deleted for clarification of membership;
- Chapter 7.V.A. (Public Appearances Committee, pg. 108): text added and deleted for clarification;
- Chapter 7.VI. (pg. 108): text added to include a new section for committees reporting to the Associate VP for Human Resources and Risk Management;
- Chapter 7.VI. A (Health and Wellness Advisory Committee, pg. 108-109): text added for relocation from Chapter 7.III.B, pg. 104-105 due to revised reporting line and b) revision of committee charge, membership and meeting frequency.