

**Annual Report of the  
Faculty Handbook Committee  
Academic Year 2012-2013**

**I. Membership of the Faculty Handbook Committee**

Immediate Past President

Faculty Senate

Janet K. Wilson (Chair)

Provost

Steve Runge

College Representatives

Francie Bolter (FAC)

Don Bradley (BUS)

Lisa Daniels (COE)

Katherine Larson (NSM)

John Parrack (Fall 2012) Roger Pauly (Spring 2013)  
(CLA)

Mike Scoles (HBS)

President of Faculty Senate

Kevin Browne (ex-officio)

VP for Finance & Admin.

Diane Newton (ex-officio)

Assoc. VP for Human

Resources

Graham Gillis (ex-officio)

General Counsel

Katie Henry (ex-officio)

**II. Summary of activities during the Academic Year 2012-2013**

- A. Review, edit, and update of the following: Cover Page; Foreword; and Chapters 1, 2, 4, 6, and 8

A major goal of the Faculty Handbook Committee this year was to examine the whole Handbook in an attempt to review, edit, and update the document. The edits aimed to clarify passages and make the Handbook a more dynamic and up-to-date resource. We were able to present to the Senate the following revised sections: Cover Page; Foreword; and Chapters 1, 2, 4, 6, and 8.

- B. Recommend a change in non-tenure-track library faculty status from instructor to lecturer in Chapter 3

While Chapter 3 has undergone a major revision in recent years, one change we proposed to the Faculty Senate concerned non-tenure-track library faculty's appointment at the lecturer rank instead of the instructor rank. The lecturer rank allows for promotion opportunities while the instructor rank did not.

### **III. Planning for the Academic Year 2013-2014**

#### **A. Review, edit, and update of the following: Chapters 5 and 7**

Because Chapters 5 and 7 were not reviewed during 2012-2013, they will be on the agenda for 2013-2014.

#### **B. Work with the Faculty Senate and campus on the topic of maximum course loads found in Chapter 4**

Chapter 4 of the Faculty Handbook states that the maximum teaching load of a faculty member without administrative duties is “27 hours or its equivalent per academic year” (page 42 of the old Faculty Handbook, page 19 of the new Faculty Handbook). A larger discussion needs to be held concerning teaching loads due to the variations that are found across campus. The Faculty Handbook Committee will play a role in examining current practice, considering disciplinary variables and needs, and crafting the new language regarding teaching loads.