

Faculty Handbook Revision Committee

Draft Agenda for 9/16/2014, 1:30-2:30, Carr 209

David Goodwin, Chair

1. Revision of front page <http://www.missouristate.edu/provost/facultyhandbook/> Please look over and bring your suggestions for revision so the updating of the FHRC website can be completed.

Faculty Handbook News

According to Section 15.2.2.1. of the current Faculty Handbook (dated August 11, 2014), the standing Faculty Handbook Revision Committee (FHRC) considers suggested revisions to the Handbook that are deemed substantive and pressing. The FHRC consists of six appointed members. Three members are from the tenured faculty and three members are academic administrators. The chair-elect of the Faculty Senate and The Associate Provost for Faculty and Academic Affairs also serve as *ex officio* members without vote. From the six voting members, the FHRC elects a chair at the beginning of each academic year. You can view current members of the FHRC via the link on the left of this page.

As mandated in Section 15.2.2.3.2 of the Faculty Handbook, a septennial review of the Handbook was completed during 2013-14. FHRC reviewed all sections of the Handbook and made recommendations to improve accuracy, clarity, and consistency based on broad input from faculty and administration. The next complete review will be in 2020-21. However, the Faculty Handbook is a living document, so the FHRC recognizes that there may be significant issues with the Handbook or with respect to conditions in the university that are substantive and need to be addressed. Therefore, the FHRC welcomes input from relevant parties on issues that require attention.

If you would like to suggest a specific topic for FHRC review, please send the information to the Chair along with the rationale for the change/issue. Likewise, you may provide feedback on the work of the committee. For historical perspective, the FHRC's draft documents from 2013-14 revisions are accessible to the campus community through the **Handbook Revision Drafts** link on the left. The **New Handbook Revision Issues** link also on the left is for the 2014-15 year to show current work.

[David Goodwin](#)

FHRC Chair 2014–2015

The FHRC welcomes input from the campus community. Anonymous suggestions and comments are perfectly acceptable. However, suggestions and comments from an identifiable source are often more useful because they allow for follow-up discussions for clarification of issues. Thank you.

2. Consideration “Faculty Presence and Engagement” from ALC, revised and submitted by Chris Craig, 9/2/14.

Participation in faculty deliberations, departmental service, informal and formal student advising, and the work of mentoring students on projects are all integral to the effective operation of an academic unit. Hence, it is expected that all full-time faculty, including clinical faculty and instructors, will be engaged and present on-campus in order to fulfill the duties outlined in the Missouri State University Faculty Handbook, regardless of the assigned delivery system for teaching (on-line, ITV, blended). Any exceptions to this expectation must be approved by both the Dean and the Provost.

In addition to the discussion of the above, one place such a statement might be inserted is in section 4.1; make it the second paragraph. This is a faculty expectation and could be considered as part of faculty evaluation. But, it could also be included in section 4.5 at the beginning dealing with faculty responsibilities. I thought about section 3.1/3.1.1., but the above statement includes specific procedural aspects and thus I felt it did not fit with the more general perspectives in section 3.

3. Initial discussion of the role of the Academic Personnel Review Committee (APRC, Section 12) brought up by Chris Craig at the first meeting. Issue-might there be a conflict of interest when the APRC is involved early in the grievance process and then again involved later if a prima facie case is established? Do the procedures as written guard against conflict of interest?

4. Other items on the list if there is time or for future meetings (from my cryptic notes):

a. Summer teaching budget and the Faculty Handbook (COE), Sections 5.8, 5.9.

b. From ALC Deans? Meaning of “research active” and relation to workload, varies by discipline. Chris Craig to elaborate?

c. Clinical 3.5.11 (Clerical error, p. 35, section 4.3 – should read 3.5.11 instead of 3.6.11)