

MINUTES FROM FACULTY HANDBOOK COMMITTEE MEETING

JANUARY 13, 2016

In Attendance: Laura Stephenson, Matt Arterburn, David Sollars, Tracy Routsong, Nancy Tate, Marc Fried

Meeting opened at 12:10. Discussion was had to delay discussion on teaching load until Randy could be present.

Marc then raised the issue about the application of the Faculty Handbook to Washburn Tech faculty. Nancy stated that there is a separate faculty handbook for Tech faculty and that there was supposed to be some language in the Washburn University faculty handbook that stated it did not apply to Washburn Tech faculty. She suggested that they are currently working on preamble language for the handbook and that we would put such a statement in the preamble. Marc indicated he would provide the language for that to be included in the preamble.

Discussion then moved into load. Question was raised as to whether load should just be teaching or should consider other things, such as research, etc. It was mentioned that the purpose of having a statement about load in the handbook would be to establish some level of parity and fairness across the Schools/College for anyone who is a faculty member at Washburn. It was also noted that accreditation by HLC may require some basic standards/policies that are uniform across those lines.

Part of the issue is that the language as it currently reads does not reflect current practice so needs to be revised, but the issue is how the revision would look. Suggestion was made to have a broad statement with parameters, similar to the promotion and tenure standards. The difficulty comes in establishing standards for the Independent studies, internships, directed readings and small classes as these are handled differently among schools and even among departments within the college.

It was agreed that the current proposed revision that came out of a subcommittee is too detailed to apply to everyone. Discussion was had that if the standard would be a general statement, then each of the schools/departments would then need to come up with written guidelines that would define the details so is clear what is expected and can be expected. As motivation to get the written standards completed, and as a way to address possible concerns for accreditation, it was suggested that a general statement be made, and then the detailed proposed revision be listed as the detailed operation that would apply for any school/department that did not adopt their own guidelines in writing. The guidelines for the schools/departments would have to be approved by the VPAA office.

When discussing how this would affect load, there was discussion about banking of credits to be applied in future semesters. Marc will check the handbook for language on banking of credits for this purpose.

Meeting ended at 1:05.