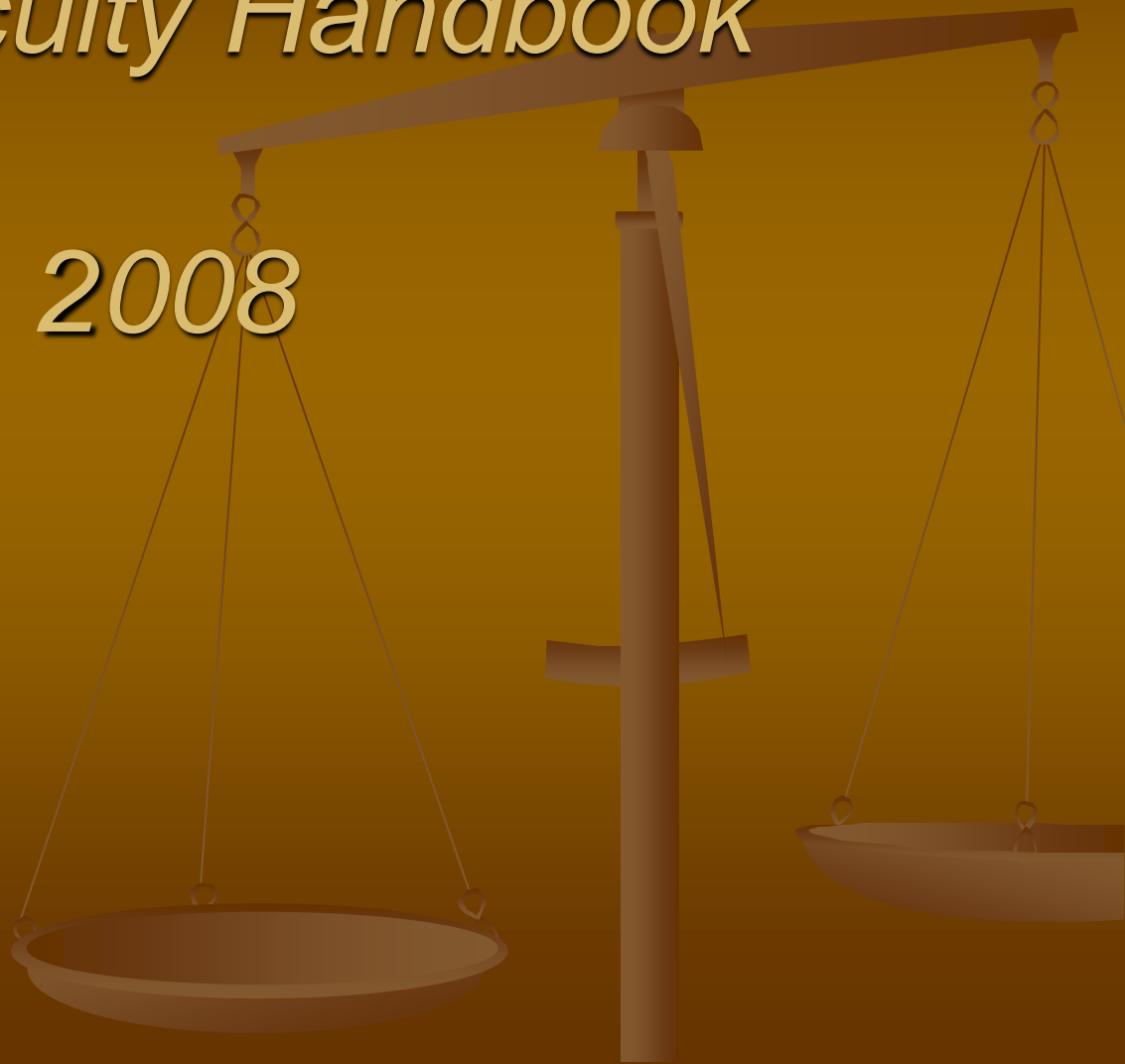


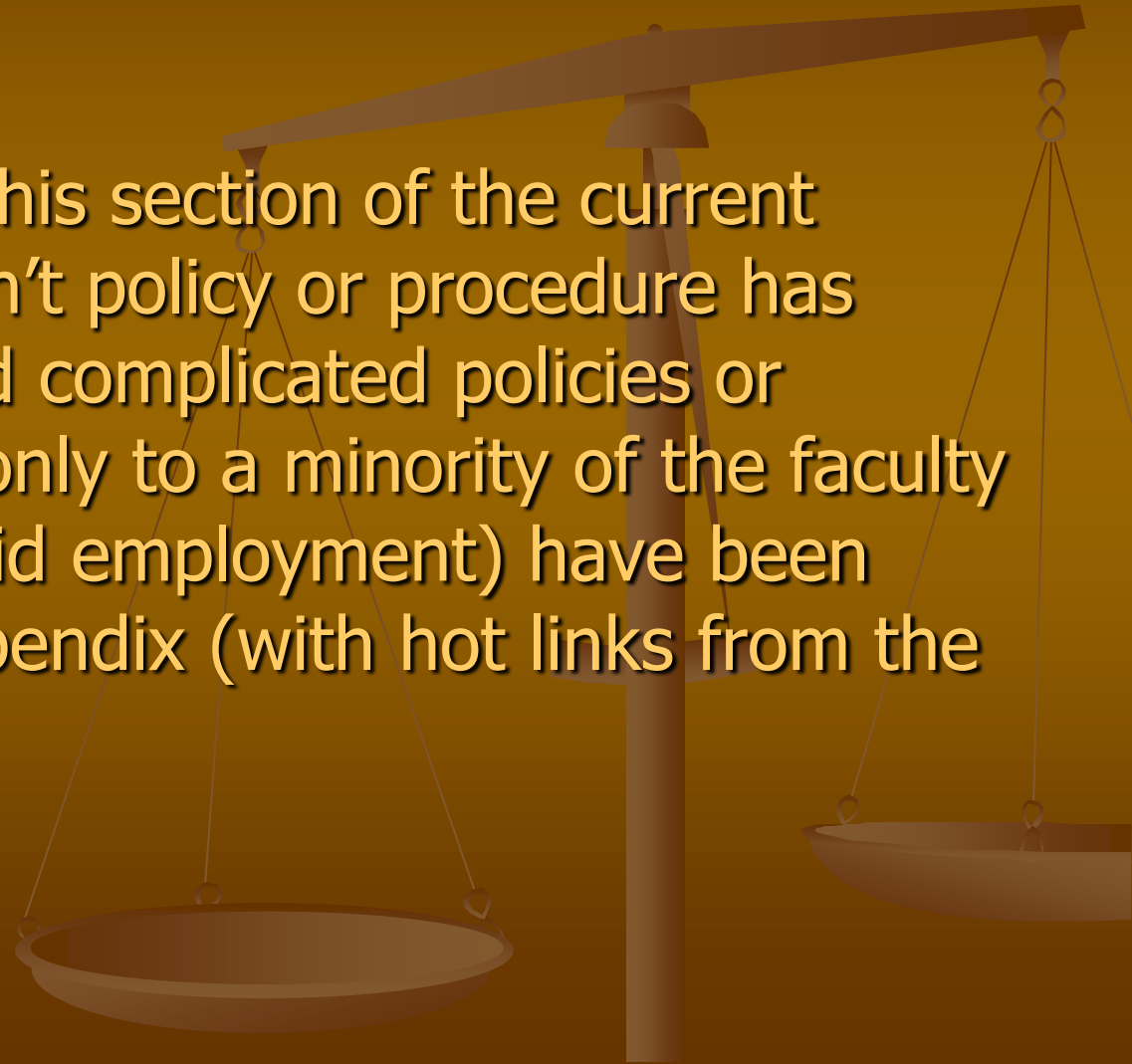
The Faculty Handbook

2008

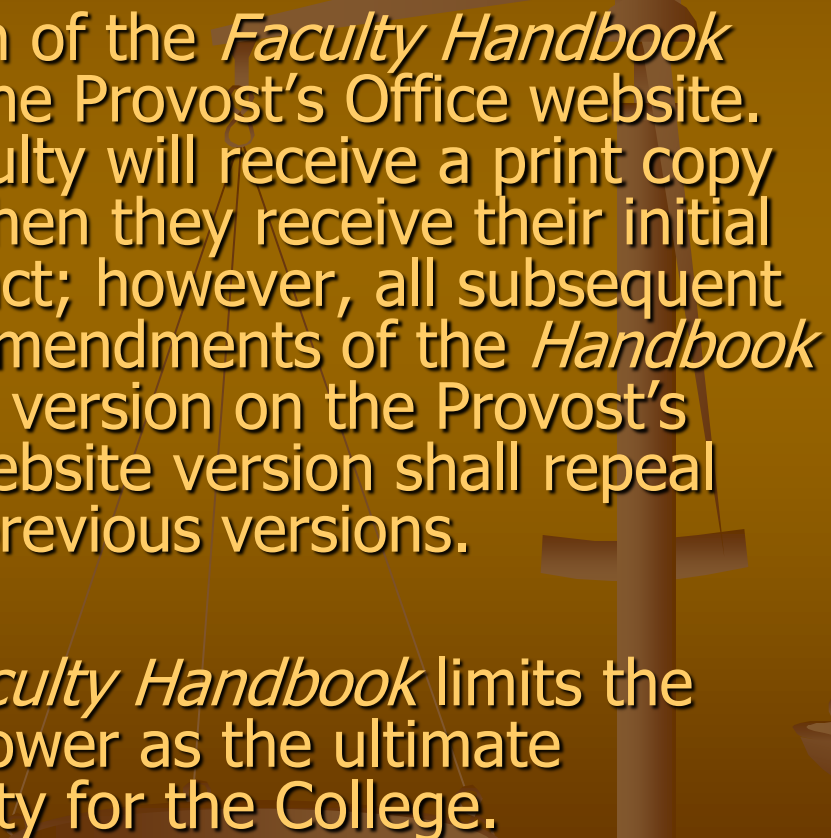


III. Policies Affecting the Faculties

- Everything from this section of the current *Handbook* that isn't policy or procedure has been deleted, and complicated policies or policies relevant only to a minority of the faculty (e.g., external paid employment) have been moved to the Appendix (with hot links from the *Handbook*)

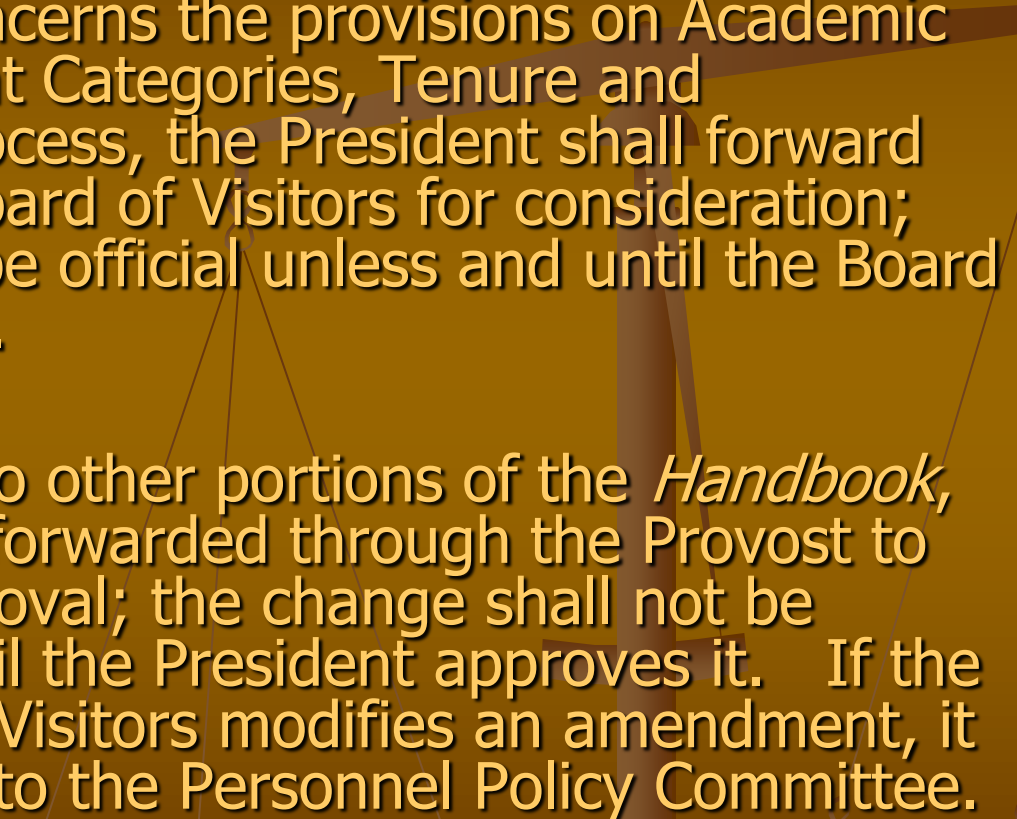


III. J. INTERPRETATION AND AMENDMENT OF THE *FACULTY HANDBOOK* .

- The official version of the *Faculty Handbook* will be located on the Provost's Office website. All instructional faculty will receive a print copy of the *Handbook* when they receive their initial appointment contract; however, all subsequent interpretations or amendments of the *Handbook* will be made to the version on the Provost's website, and the website version shall repeal and supersede all previous versions.
 - Nothing in this *Faculty Handbook* limits the Board of Visitors' power as the ultimate institutional authority for the College.
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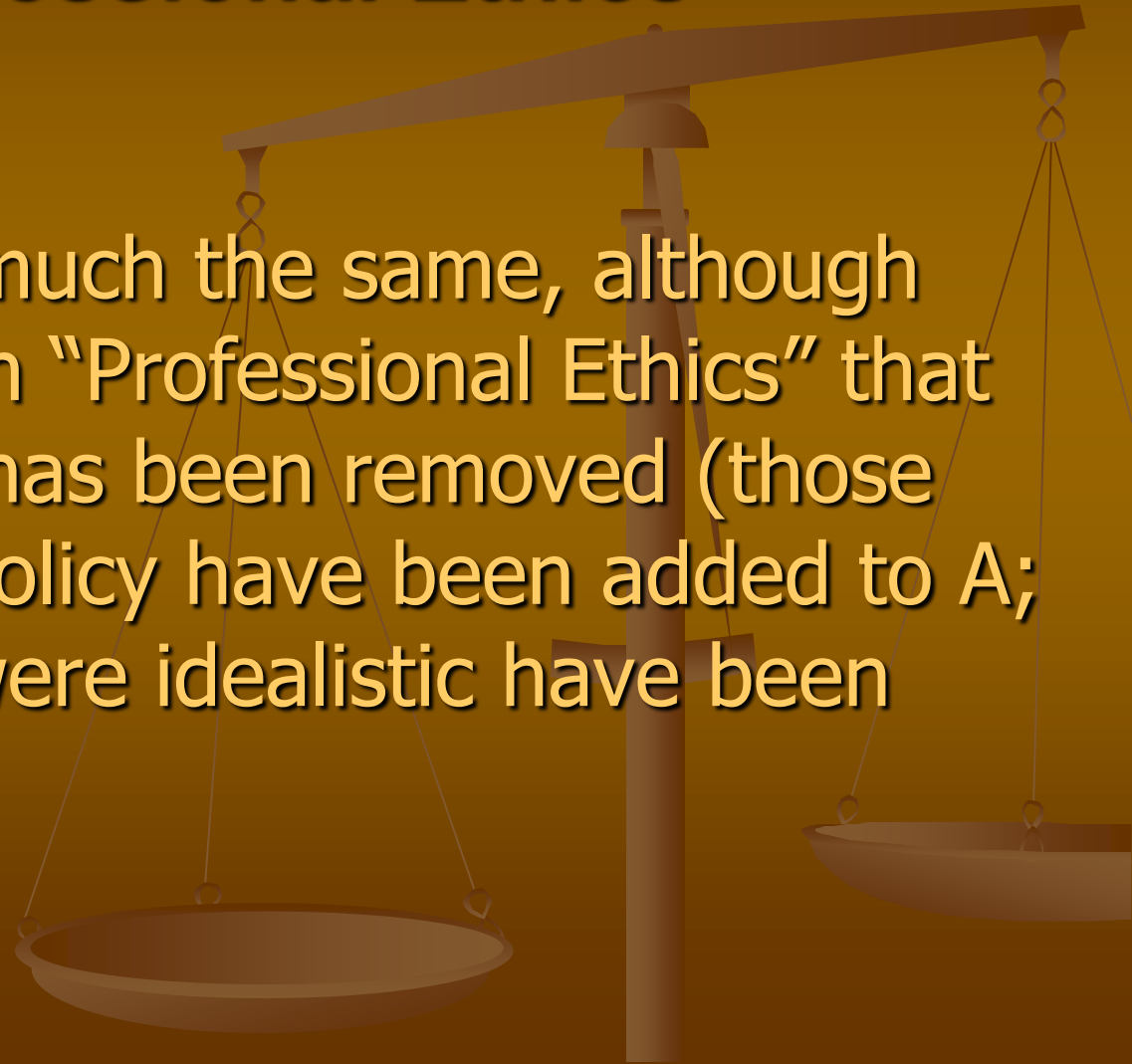
Relevant Committees

- **Personnel Policy Committee.** The Personnel Policy Committee of the College consists of the Dean of the Faculty of Arts and Sciences, and the deans of the Schools of Business, Education, and Law, and the School of Marine Science, the members of the Procedural Review Committee (see II.E.3. below) , and the Provost as chair; all changes to the *Faculty Handbook* must be proposed through the Personnel Policy Committee.
- **The Faculty Assembly.** The Faculty Assembly consists of elected representatives of the Faculties of the College of William and Mary, along with the faculty representative to the Board of Visitors; its purpose is to advise the President and Provost on matters affecting the welfare of the university as a whole. The Faculty Assembly and the Personnel Policy committee must concur on any amendment made to the *Faculty Handbook*.

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- Once an amendment has been approved by both the Faculty Assembly and the Personnel Policy Committee, it shall be forwarded to the President of the College.
 - If the amendment concerns the provisions on Academic Freedom, Appointment Categories, Tenure and Promotion, or Due Process, the President shall forward the proposal to the Board of Visitors for consideration; the change shall not be official unless and until the Board of Visitors approves it.
 - If the amendment is to other portions of the *Handbook*, the proposal shall be forwarded through the Provost to the President for approval; the change shall not be official unless and until the President approves it. If the President or Board of Visitors modifies an amendment, it shall be re-submitted to the Personnel Policy Committee.

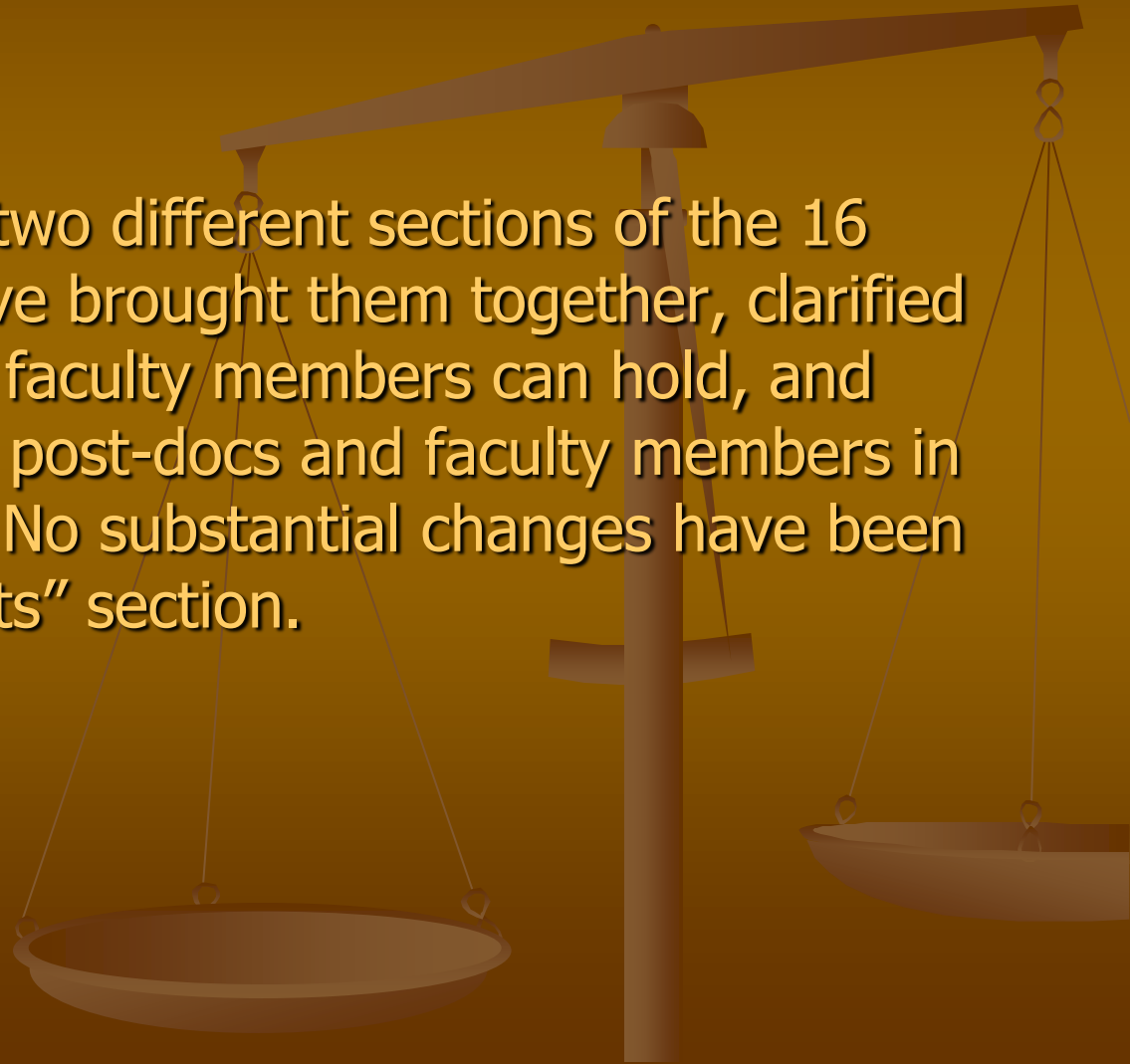
III. A. Academic Freedom and Professional Ethics

- This section is much the same, although the preamble on “Professional Ethics” that came before it has been removed (those parts that are policy have been added to A; the parts that were idealistic have been deleted)



III. B. Appointment Categories and Contracts and Notices

- These were formerly two different sections of the 16 sections of IIIB. We've brought them together, clarified the various titles that faculty members can hold, and added descriptions of post-docs and faculty members in retirement transition. No substantial changes have been made to the "Contracts" section.



III. C. Procedures for the Evaluation of Faculty

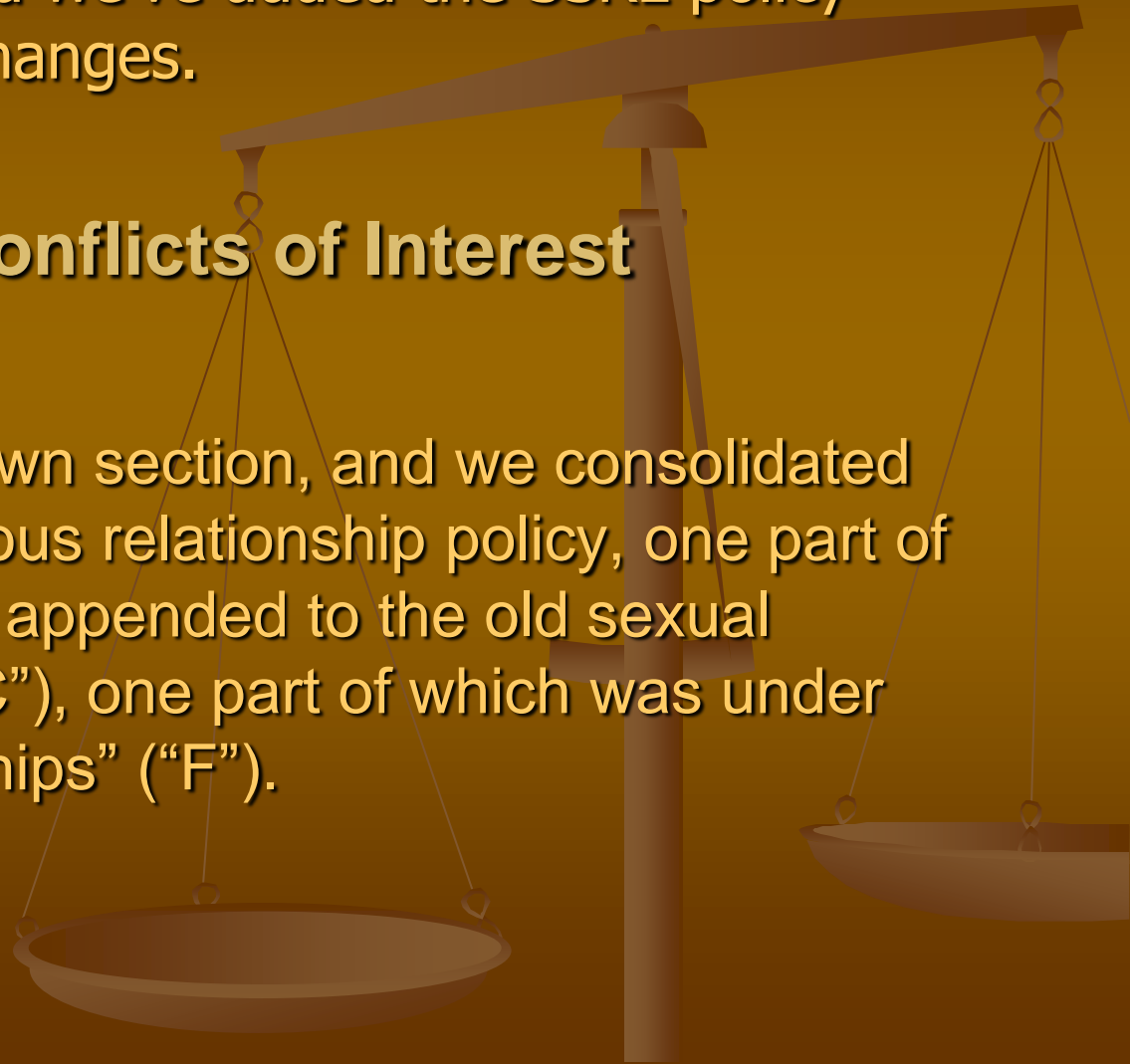
- We've made this its own section, broken out each kind of evaluation (e.g., annual merit vs. tenure & promotion), clarified what's required for evaluation, and indicated what decisions can be appealed and when.
- There is some repetition among sections to make it easier for faculty to use it.
- There are no substantial procedural changes, except that following AAUP, we have allowed faculty members to stop the tenure clock twice (rather than once) for family leave, , and we have added a section on the evaluation of specified term and continuing part-time faculty.

III. D. Leaves of Absence

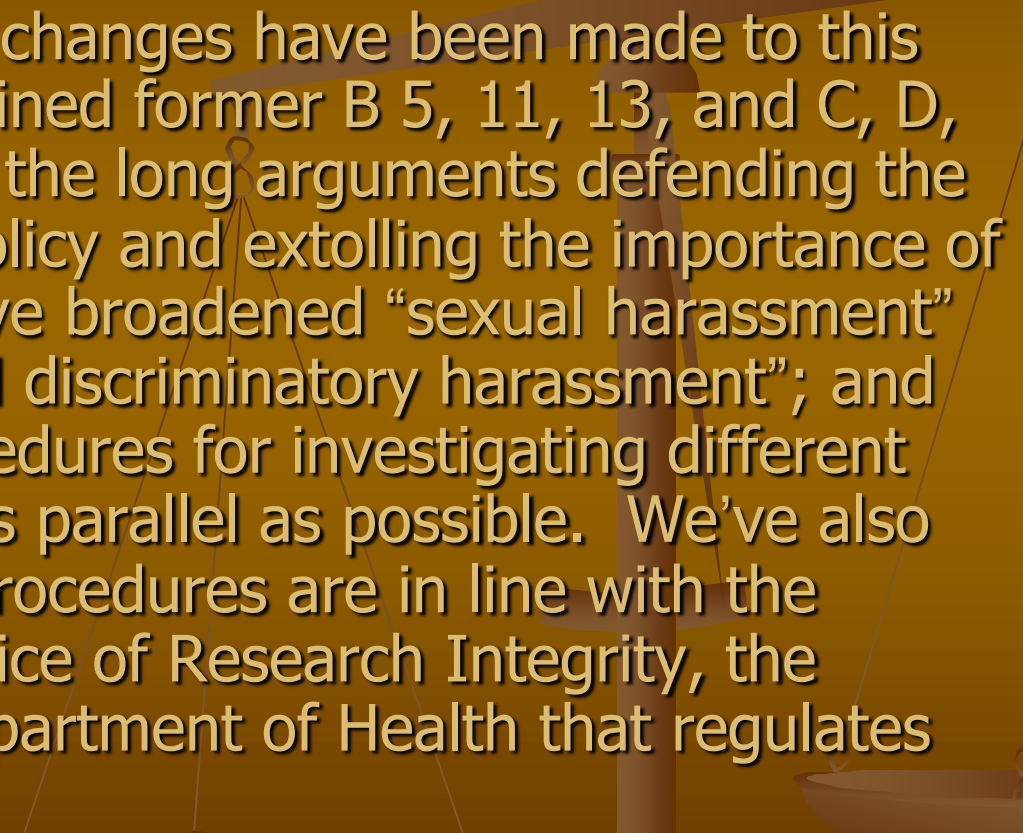
- We've made this its own section (previously, it was a subsection of "F"), and we've added the SSRL policy under "2"; no other changes.

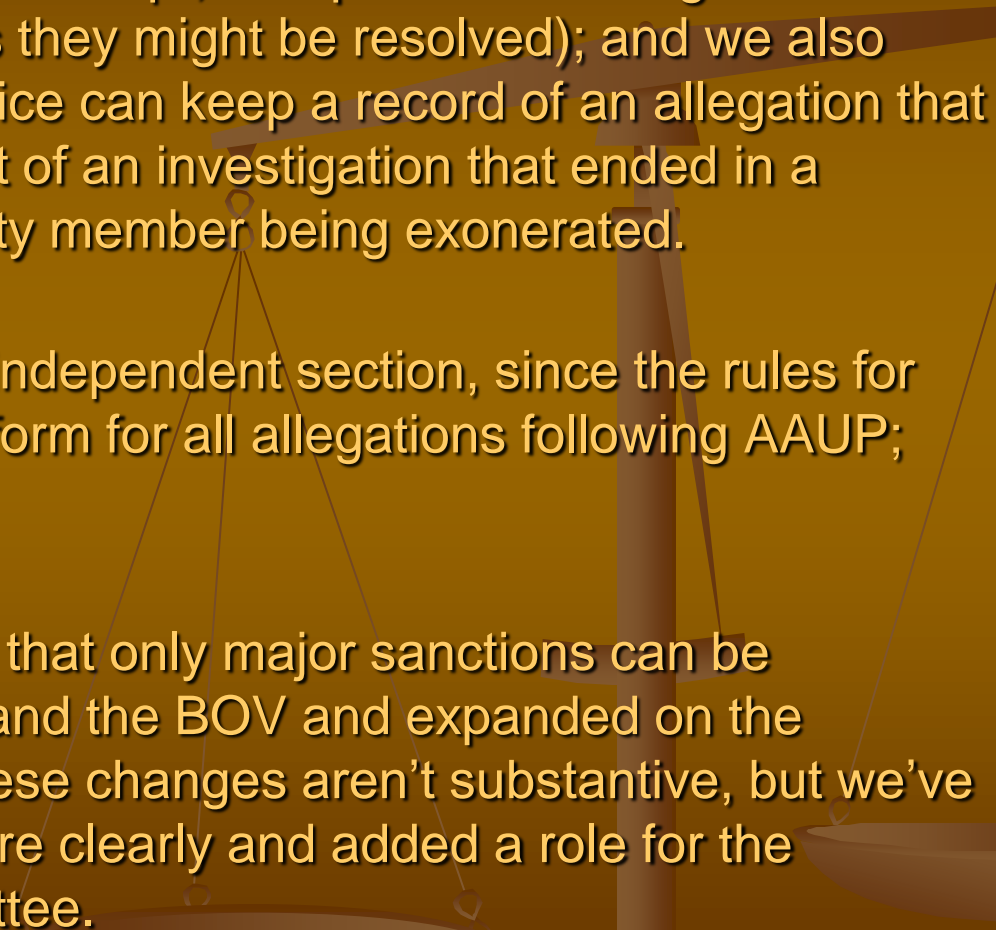
III. E. Conflicts of Interest

- We've made this its own section, and we consolidated the consensual amorous relationship policy, one part of which was previously appended to the old sexual harassment policy ("C"), one part of which was under "Prohibited Relationships" ("F").



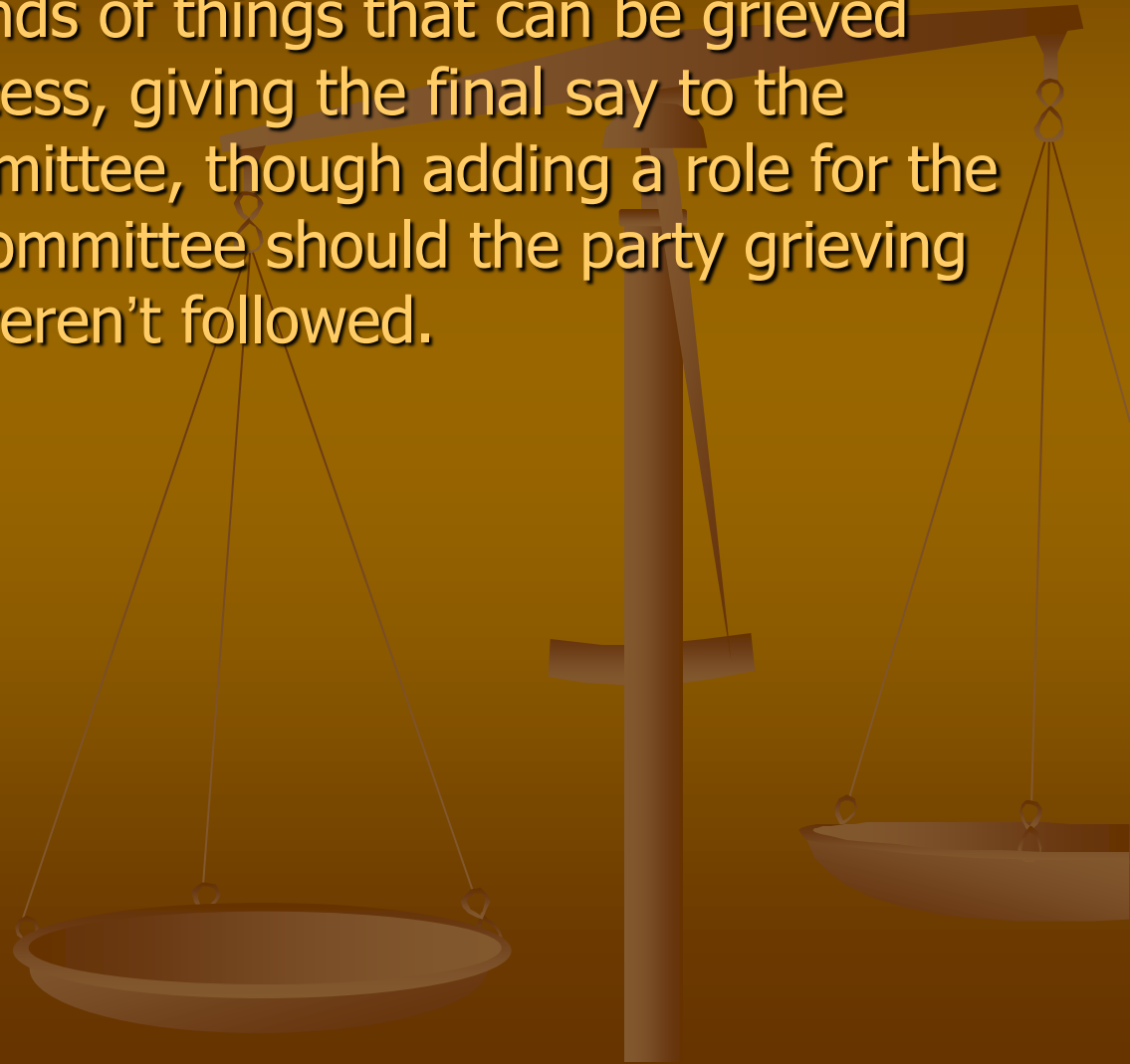
III. F. Allegations of Violations of Policy

- The most substantial changes have been made to this section. We've combined former B 5, 11, 13, and C, D, and E; we've deleted the long arguments defending the sexual harassment policy and extolling the importance of faculty research; we've broadened "sexual harassment" to "discrimination and discriminatory harassment"; and we've made the procedures for investigating different kinds of allegations as parallel as possible. We've also made sure that our procedures are in line with the regulations of the Office of Research Integrity, the subdivision of the Department of Health that regulates federal grants.
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- In section 1, we establish that the *Faculty Handbook* governs all College investigations of allegations against faculty members; we clarify that faculty need to be notified when allegations are made against them if any file is to be kept; we spell out the stages of investigation (and the ways they might be resolved); and we also limited the time that any office can keep a record of an allegation that wasn't pursued or an report of an investigation that ended in a settlement or with the faculty member being exonerated.
 - We've made section 5. an independent section, since the rules for the Hearing have to be uniform for all allegations following AAUP; and
 - We've clarified in section 6 that only major sanctions can be appealed to the President and the BOV and expanded on the procedures for appeal. These changes aren't substantive, but we've spelled the process out more clearly and added a role for the Procedural Review Committee.

III. G. Grievances

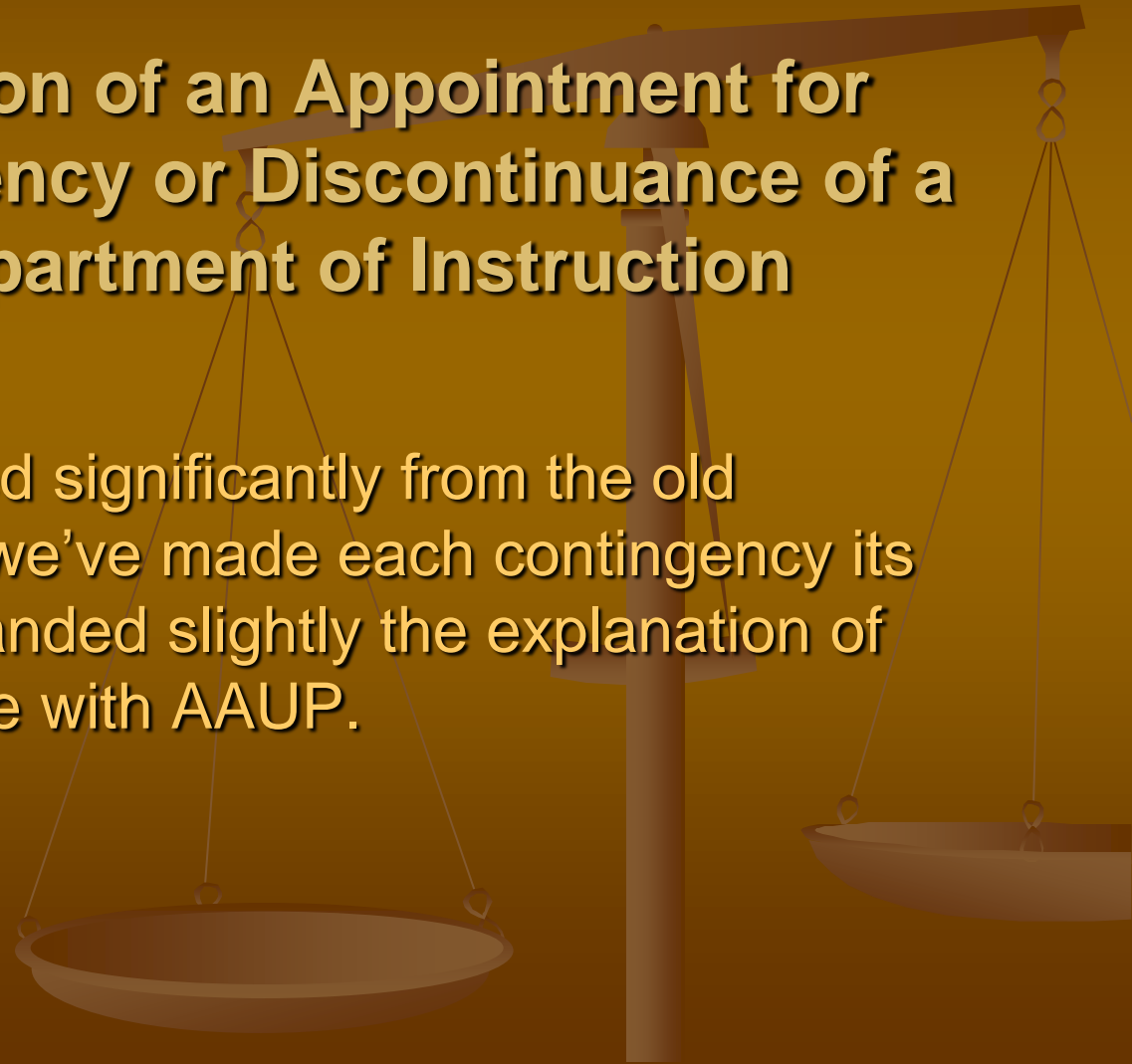
- We've defined the kinds of things that can be grieved and clarified the process, giving the final say to the Faculty Hearing Committee, though adding a role for the Procedural Review Committee should the party grieving believe procedures weren't followed.



III. H. Termination of an Appointment for Medical Reasons

III. I. Termination of an Appointment for Financial Exigency or Discontinuance of a Program or Department of Instruction

- H & I haven't changed significantly from the old *Handbook*, although we've made each contingency its own section and expanded slightly the explanation of procedures—all in line with AAUP.



- <http://www.wm.edu/facultyassembly/cmssite/underreview.php>

