

Longwood University Faculty Senate
PROPOSAL/POLICY COVER SHEET

This cover sheet is intended to provide information to members of the Faculty Senate about a new proposal/policy or about revisions to an existing proposal/policy. **If you are proposing a new policy, then attach the text of the policy to this form. If you are proposing a change to an existing policy, then attach the text of the current policy with any deleted language marked by a strikethrough and with new language marked by an underline. If you are deleting a policy, then attach the text of the policy to be deleted.**

COMMITTEE(S) that authored or sponsored this proposal:

Committee on Promotion and Tenure Policies and Procedures

TOPIC: **Appendix B Time Tables**

BACKGROUND (Provide a brief statement describing the origins of this proposal, the nature of the problem it addresses, and the work completed to devise the proposal):

This proposal serves 2 purposes:

- a. The policies approved at the April 2011 Senate meeting concerning an appeals process for probationary faculty were included in the FPPM on p. 99 but not in the Appendix B Time Tables. This document proposes the changes to the Time Tables so that specific dates are provided for each step.
- b. Other corrections and modifications to the Time Tables are proposed so that procedures are made more clear and consistent.

SUMMARY OF NEW POLICY OR PROPOSED CHANGES OR DELETIONS TO AN EXISTING POLICY (Provide a brief list or statement describing the content of the policy or the proposed changes or deletions):

No real changes to policy are proposed. Proposal includes:

1. Promotion Review and Tenure Review:
To the Promotion Review and Tenure Review time tables (FPPM pages 204-206, 210-212): the proposal adds the deadline for President's recommendation (see FPPM page 219 Procedures for Promotion and page 225 Procedures for Tenure), and adds a BoV appeals process (FPPM pages 166, 171). (page 3 and pages 13-14 of the proposal).
2. Proposal separates the Time Table for Probationary Review of Tenure Track Faculty, Lecturers and Clinical Educators (FPPM p. 206-208) into two separate Time Tables to make the process more clear (pages 4-8 of the proposal):

Time Table for Probationary Review of Tenure Track Faculty in their Second Through Fifth Years of Employment, and Lecturers and Clinical Educators in their First Semester

and

Time Table for Probationary Review of Tenure-track faculty in their first year and lecturers and clinical educators in their second through fifth years of employment

3. To both of the new proposed Probationary Review time tables (FPPM pages 206-208) the proposal adds the appeals process regarding recommendation of terminating contact that was approved by the April 28, 2011 Faculty Senate vote but never entered into the FPPM (pages 4-8 of the proposal).

RATIONALE FOR THE POLICY OR PROPOSED CHANGES (Provide a brief statement as to why the new policy, the changes, or the deletion is needed):

The FPPM should reflect all policies that have been approved by the Senate, so this will bring it up-to-date. The FPPM should also give very clear guidelines and instructions, and this proposal attempts to clarify and simplify the procedures in the Time Tables.

Date submitted to Senate Executive Committee for Consideration: January 16, 2014 and April 2, 2014

Action(s) Taken:

Date first read at Faculty Senate: _____

Action(s) Taken:

Date final action taken by Faculty Senate: _____

Final action(s) Taken: