

Date: July 28, 2004

To: David Wallace and the entire Faculty Affairs Committee

From: Keith Rau, Faculty Senate President

Re: Charge for FAC

In previous conversation with the Provost we had discussed beginning to tackle the major issues of the Faculty Handbook in the fall, after the site team visits, with the goal to begin the serious meetings in January 2005. In a conversation on July 15th we discussed the idea of charging the FAC to proceed with the task now. We agreed on the following idea. The FAC should begin to develop a plan including timelines for a major revision of key sections of the Faculty Handbook. The target date of completions of the Handbook would be May 1st 2005. Each section should be brought up to-date with everything subject to change including the format of the book as a whole if you so desire. In particular this overhaul would include the critical and highly interrelated areas of salary, workload, rank and tenure, promotion, evaluations and peer review. (Present sections 4, 5, 7 and 11)

It will be essential to include the Provost, Deans, Clinic Director, the new Director of Human Resources and myself in the process. In addition, Dr. Braum has already done a great deal of work in several of these areas. Drs Turnball and Faust have done extensive work in the area of workload. Mr. Jarr will have to be consulted in regards to financial issues. I trust there are others with great ideas stuck in an old file cabinet!

The Provost recently oversaw a similar process at Palmer and Sherman and is very excited to help develop the plan of attack. I believe his help will be invaluable. Dr. McAulay also suggested the Provost's office would handle an analysis of the faculty salary market with the goal of using the data to develop timelines and enrollment triggers to raise our faculty to an appropriate level. He wants this to happen! He also reminded me that the budget is fixed until September 2005 but I would add that enrollment could move that time.

This is a significant task and will require a great deal of effort. It is by no means a task that has to be isolated with the FAC membership.

The good news is that the development of this plan we will be able to determine our own path. Lord willing, we will be successful and the enrollment numbers will allow for accelerated timetables.

I look forward to working with all of you to set the blueprint for a brilliant future.

Thank you for all your efforts both in the past and yet to come.