

To: Greg Crouch, Chair of Senate

From: Stephen Hines, Chair of the Faculty Affairs Committee

Date: September 11, 2019

RE: Changes to the *Faculty Manual* in Section IV I: **Use of Faculty Authored, Edited Or Prepared Scholarly Material**

On behalf of the FAC, I am writing to recommend Faculty Senate approval of the attached revision to the Faculty Manual, which modifies sections IV I. The need to revise this section of the manual was raised following a finding by the Washington State Executive Ethics Board (EEB) concerning royalty payments to a faculty member at Grays Harbor College. It was noted that our WSU Faculty Manual was not in compliance with the state's ethics laws.

The changes proposed have been reviewed and approved by the WSU Attorney General's office (Sherry Gordon) and subsequently by the EEB. Very simply, the proposed revisions clarify that faculty selection of required course materials must only be done to promote appropriate educational goals. The selection and requirement of teaching materials must not be done for personal benefit or to obtain special privileges for faculty (RCW 42.52.030). The revised texts clarify the conditions and expectations by which faculty authored teaching materials (textbooks, etc.) may be used, and how any resulting royalties should be managed.

The revisions were discussed by FAC and recommended unanimously.