

To: David Turnbull, Chair of Senate

From: Stephen Hines, Chair of the Faculty Affairs Committee

Date: March 11, 2021

RE: *Changes to the Faculty Manual:*

Section III: Faculty Personnel Policies | III C. Employment | III C 6. Tenure

Move the Teaching Portfolio instructions from the Faculty Manual to the Provost's Guidelines for Promotion & Tenure.

On behalf of the FAC, I am writing to recommend Faculty Senate approval of the attached revisions to the WSU Faculty Manual. The proposal was passed by a unanimous vote of the Faculty Affairs Committee on March 10, 2021.

Goal = As part of an initiative to simplify and clarify the Faculty Manual regarding Promotion & Tenure, move the very detailed Teaching Portfolio section to the Provost's annually published Guidelines for Promotion & Tenure.

- An important sub-goal is to become more nimble – i.e., place the Teaching Portfolio instructions outside the Faculty Manual where they can be revisited and revised as needed.
- **In addition, this move sets the stage to develop portfolios for faculty who contribute in significant ways to other missions of the university** – e.g., (a) Outreach & Engagement, including clinical service and extension; (b) Scholarship & Creative Activities, including research; and (c) Service – both Academic Service, Governance, and Leadership (internally facing service) and Professional Service (externally facing service).

Because all these missions are valued, faculty who contribute to each should be provided a means by which to showcase their accomplishments in each. We expect the guidelines for each potential portfolio will similarly become part of the Provost's Guidelines for Promotion and Tenure as they are developed. Again, having these documents outside the Faculty Manual simplifies the Faculty Manual and facilitates change going forward as lessons are learned.

Please find attached – 1 document:

1. Section III: Faculty Personnel Policies | III C. Employment | III C 6. Tenure
 - At top, first 3 paragraphs of current language
 - Next: Tracked version showing inserted text in red
 - Page 2: Clean version of proposed revision to page 82