

**Proposal to Amend WKU Faculty Handbook: Substantive Change
2014-10 Handbook Senate Approval**

Substantive change is defined as addition, deletion, or revision of policy or procedure.

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1. Type of Change:

Addition: Where possible, identify the section of the handbook to which addition is proposed:

Deletion: Identify the section of the handbook from which deletion is proposed:

Revision: Identify the section of the handbook to which revision is proposed:

XIII.B.2, XIII.B.3, XIII.B.4

2. Proposals should be made in the form of text intended as an addition to or a replacement of, in whole or in part, some current section of the Faculty Handbook.

Editorial Revisions

In XIII.B.2, replace “on the consent agenda for first meeting of the University Senate of the next academic year” by “on the consent agenda for any meeting of the University Senate.”

In XIII.B.3, replace “at its first meeting of each academic year” by “at that meeting.”

Replace XIII.B.4 with “The Senate will submit all editorial changes to the Provost. All changes adopted will be effective on the succeeding edition of the Faculty Handbook.”

3. Rationale for amendment:

This allows editorial revisions to be incorporated into each new (July 1) edition of the Faculty Handbook, rather than delaying them until the first Senate meeting of the year after a Handbook’s adoption.