May 8, 2018

To: Dean Van Galen, Chancellor
    116 North Hall
    University of Wisconsin – River Falls

From: Mialisa Moline, Chair
      Faculty Senate
      University of Wisconsin – River Falls

Re: UWRF Faculty Senate Motion 2017-18/135

The following motion was approved with 21 in favor, 0 opposed, and 0 abstentions by the Faculty Senate on May 2, 2018:

Motion from the Executive Committee (Mialisa Moline, Chair) to approve the attached changes to Chapter 4 of the Faculty and Staff Handbook.

_____ Approved

_____ Disapproved

Dean Van Galen, Chancellor

5/18/18
Date
ALL CHAPTER CHANGES

1. Every page has title in header on first page only
2. All headings have a tab in table of contents
3. All body text: Arial in black size 9.5
4. Spacing between lines: 1.15
5. Margins: 0.5
6. Heading 1: Arial in red size 13
7. Heading 2: Arial in red size 12
8. Heading 3: Calibri Light in black, bolded size 12
9. Heading 4: Calibri Light in black, italicized size 11
10. Heading 5: Calibri Light in red size 11
11. All paragraphs lined up with the tab that the information is contained in.
12. All Tables: Calibri Light size 10 font
13. Changed all [FS 00/01-0] to [FS 00/01 #0] for better clarity
14. All chapter 0 is listed as Table of Contents

CHAPTER 4 FACULTY PERSONNEL RULES AND PROCEDURES OF UW-RIVER FALLS

4.0 Contents

1. Removed Faculty Personnel Rules from all headings that contained it as it is the name of chapter
2. Added to match information in chapter:
   4.4.4.5.1 Appropriate Educational Preparation
   4.4.4.5.2 Appropriate Experience
   4.4.4.5.3 Contribution to the University
   4.4.4.6.1 Departmental Procedures
   4.4.4.6.2 College Promotion Committees
   4.4.4.6.3 Action of the Dean
   4.4.4.6.4 Review by the Provost and Vice Chancellor for Academic Affairs
   4.4.4.6.5 Final Action by the Chancellor
   4.4.4.6.6 Appeal
   4.4.4.6.7 Promotion Calendar
   4.4.4.6.8 Promotion to Full Professor Calendar

4.1 Personnel Definitions

1. Removed -Faculty Personnel Rules in title
2. Unknown if Policy Paper #43 is correct

4.2 Recruitment and Initial Appointment
1. ** Removed -Faculty Personnel Rules in title 
2. 4.1 Chancellor’s statement, when was the motion reviewed? 
3. 4.2.1.3 recreated table, what motion updated information? 
4. 4.2.1.3-7 (etc.) added, numerical sequence in previous was incorrect 
5. Added or **Director** in 4.2.2.5 to match motion FS 04/05 #4 
6. 4.2.3, is there a motion in relation? 

### 4.3 Renewal and Nonrenewal of Probationary Appointments

1. ** Removed -Faculty Personnel Rules in title 
2. 4.3.2.1 changed from c1) to c3) to 1) 
3. 4.3.2.1 (c)3) referenced section 8.7.3.1 incorrect 
4. 4.3.2.3, both motions listed different from information in section, second paragraph: “With the approval of the majority of the tenured members of the department, the department chair, the respective College Dean, the Provost and Vice Chancellor for Academic Affairs, and the Chancellor, individuals within departments may develop different workload expectations within the boundaries set by departments in 4.3.2.3 and will be reviewed based on these revised expectations. A written copy of the alternative workload expectation must be included in all files prepared for promotion and reviews” information not listed in motion 

### 4.4 Tenure and Promotions

1. Changed name of chapter from Ch 4.4-Tenure and Promotions-Faculty Personnel Rules to Ch 4.4-Tenure and Promotions (edited) 
2. ** Removed -Faculty Personnel Rules in title 
3. 4.4.4.6.6 removed: Faculty Personnel Rules from name of chapter listing 

### 4.5 Periodic Review

1. ** Removed -Faculty Personnel Rules in title 
2. 4.5.1 listed as 4.5.1.1(incorrect) 
3. 4.5.5.1(1-3) changed to 1-2 for correct numerical sequence 
4. 4.5.5.3 (after f.) check pathway: eSIS, pathway: Main Menu > UWRF - Human Resources > HR Self Service > HomeAdd/Forwarding Email/Eval 

### 4.6 Rules for Nonrenewal Appeals

1. ** Removed -Faculty Personnel Rules in title 
2. No content changes or updates 

### 4.7 Standing Committee for Dismissals, Layoffs, and Terminations

1. ** Standing Committee For Dismissals, Layoffs, and Terminations to for 
2. ** Removed -Faculty Personnel Rules in title 

### 4.8 Faculty Consultative Committee and Rules on Seniority

1. ** Removed -Faculty Personnel Rules in title 
2. No content changes or updates
4.9 Procedure for Handling Complaints

1. Removed -Faculty Personnel Rules (UWS 6.01) in title
2. Listed UWS 6.01 into content under 4.9
3. No other content changes or updates

4.10 Procedure for Handling Grievances

1. Removed -Faculty Personnel Rules (UWS 6.02) in title
2. Listed UWS 6.02 into content under 4.10
3. 4.10.3.5 Preparation and Submission of Written Report by Committee from By
4. No other content changes or updates

4.11 UWS Guidelines for Reporting Outside Activities under UWS 8.025

1. Removed -Faculty Personnel Rules in title
2. Changed numbers to fit correct numerical sequence, previous 4.11.4 listed twice:
   
   4.11.5 Reporting
   
   4.11.6 Review and Action
   
   4.11.7 Appeal
   
   4.11.8 University Equipment and Services

3. 4.11.6.2 Dealing with Activities Determined Excessive or Improper from With

4.12 Faculty Sabbatical Procedures

1. Removed -Faculty Personnel Rules in title
2. Section 4.12.6(2) information changed from 4.12.13 (1) (a)-(d) to 4.12.3.1(a)-(d)
3. 4.12.6(8)(d) changed from 4.12.1.4 (1)-(9) to 4.12.4 (1)-(9)

4.13 Emeritus Status Criteria, Procedures, Privileges

1. No content changes or updates