



VALDOSTA STATE UNIVERSITY

# Faculty Handbook Update

Faculty Affairs Committee

For

Faculty Senate

November 15, 2012



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## Preview

- Background
- Scope
- Recommendation



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## Background

- Valdosta State University Policies
  - <http://ww2.valdosta.edu/vsu/policies/>
- Faculty Handbook
  - <http://ww2.valdosta.edu/facsen/handbook/>



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## Scope

- Who is responsible for providing updates?
- How are updates added to the handbook?



## Recommendation

### Create a new Faculty Senate Standing Committee: Faculty Handbook Committee

#### A. Committee Charge

- a. Modify Table of Contents of existing handbook (1997 PDF version) to bring current.
- b. Each item in the Table of Contents should be linked to a PDF file containing the related policy and procedures.
- c. Communicate changes to Academic Affairs office.
- d. Meet at least twice a semester to update. Should include an annual review of handbook for accuracy and completeness.

#### B. Academic Affairs

- a. Provide clerical/technical support.
- b. Keep pertinent BOR policy changes updated.