

# UW-River Falls Faculty/Academic Staff Handbook

Forward to the web version of the 17th edition

July 20, 2001

To respond to numerous requests that the *Faculty/Academic Staff Handbook* be made available online, I began the process of converting the printed version to a web accessible format during the spring of 2000. After converting the table format of the printed version to text and making the section headings as uniform as possible, I added section numbers to replace page numbers and then linked the sections to the corresponding text within each chapter. Chapter IV, *Faculty Personnel Rules and Procedures*, and Chapter VI, *UW-River Falls Academic Staff Personnel Policies and Procedures*, already had their own numbering systems in place, so I did not alter the section numbers in those chapters.

On May 16, 2000, the Faculty Senate passed motion #28, establishing the online version as the official version of the *Faculty/Academic Staff Handbook*. Approved by Chancellor Lydecker on May 29, 2000, the motion reads "The official version of the *Faculty/Academic Staff Handbook* shall be the online copy with the date of change effective August 1, for any amendments passed during the previous faculty senate year. Hard copies will be provided for senators, department chairs, administrators, and the Archives. Other printed copies will be available upon request."

Valerie Malzacher

Faculty Senate Secretary, 1998-1999; Vice-Chair, 1999-2000

July 31, 2001

Changes to the 17th Edition of the Faculty Handbook occasioned by motions passed by the Faculty Senate during the 2000-2001 academic year have been added to this web version of the handbook. The changes made include clarification and expansion of duties for the Academic Policy and Program Committee and the Assessment Committee, clarification of service and voting on university search and screen committees, clarification of evaluation procedures for sabbaticals, creation of a new "no grade" (NG) category for exceptional circumstances that lead to a student's withdrawal from the university and a modest change to the drop/add policy.

The constitutional amendment creating a Faculty-Academic Staff Senate, which was passed during the spring of 2001, is not included in this version of the Handbook. This constitutional change will require additional changes to the structure of the Senate and a motion was passed that states that none of the constitutional changes will become effective until all changes have been accepted by the faculty and academic staff.

Finally, the academic community at UW-River Falls owes Valerie Malzacher an expression of thanks for the large number of hours she devoted to converting this Handbook from a printed to a web version.

David Trechter

Vice Chair, 2000-2001