



# SEATTLE UNIVERSITY

May 6, 2019

## Executive Summary of February 21, 2019 Revisions to *Seattle University Faculty Handbook*

Dear Colleagues:

I am writing to share with you the recently revised Faculty Handbook, approved by the Board of Trustees at their most recent meeting.

Over the course of the last year, the Faculty Handbook Revision Committee and Academic Assembly recommended certain revisions to the Faculty Handbook. I reviewed the recommended revisions with the committee and Academic Assembly. I ultimately recommended the adoption of three proposed revisions (reserving other proposed revisions for further review and consideration). I communicated my recommendation to President Sundborg, who agreed with the three proposed revisions and asked me to forward them to the Board of Trustees. The board approved the three revisions on February 21, 2019.

- The first revision clarifies the time at which tenure decisions take effect. The Faculty Handbook previously stated that a decision granting tenure would take effect “the beginning of the seventh year” while decisions denying tenure would “result in a terminal year contract for the seventh year.” Not all tenure-track faculty enter the university on a seven-year schedule, however. This is particularly true of faculty who have previously held tenured or tenure-track positions at another university. Recognizing the variations in tenure schedules for such faculty, the new revision clarifies that decisions granting tenure take effect “no later than the beginning of the seventh year” instead of “the beginning of the seventh year.” Likewise, for decisions denying tenure, the new revision clarifies that the faculty member’s terminal year will be “the academic year following tenure review” rather than “the seventh year.”
- The second revision removes the title “University Librarian” from the Faculty Handbook. The university previously changed the position of “University Librarian” to “Dean, Lemieux Library and McGoldrick Learning Commons.” In many places throughout the Faculty Handbook, the handbook references “Deans and the University Librarian.”

Striking “and the University Librarian” is appropriate now that the University Librarian is a Dean position.

- The third revision relates to the terms of service of faculty in the “Lecturer” series. As previously drafted, the Faculty Handbook prohibited faculty in the Lecturer series from serving beyond seven years. The new revision removes that seven-year limitation.

Hyperlinks referenced in the handbook were updated as well. The revised handbook is published on the university’s website here: <https://www.seattleu.edu/academicaffairs/policies/>. The new version will be in effect for all forthcoming contracts and appointments.

Thank you to all the members of the Faculty Handbook Revision Committee and the Academic Assembly for their thoughtful and diligent efforts throughout the revision process.

Sincerely,

Shane P. Martin, Provost  
Seattle University