

TO: PROVOST ROBERT JONES

FROM: MARY BETH KURZ

FACULTY MANUAL EDITORIAL CONSULTANT

DATE: _____

RE: FACULTY MANUAL CHANGE, _____

The Faculty Senate approved the referenced Faculty Manual changes on _____
for inclusion in the *Faculty Manual*.

I am including the following:

Upon receiving your approval for all the pending changes they will be incorporated into the 2023-2024 *Faculty Manual*.

Please indicate your approval or desire for revision below. Further, please indicate whether this change requires approval by the Board of Trustees.

Provost Approval
Revisions Needed

Board of Trustees Approval needed?

If revisions are needed, please follow up by email to mkurz@clmson.edu

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FACULTY SENATE RESOLUTION 202206

Policy Committee Approval: October 18, 2022

Faculty Senate Consideration: November 15, 2022

Topic: "College TPR Committees"

Whereas, Clemson University makes provision for faculty participation in planning, policymaking, and decision-making with regard to academic matters; and

Whereas, the University also provides for such participation in matters of faculty welfare and general university concern; and

Whereas, Policy Committee Report 202214 recommended that the *Faculty Manual* be amended to resolve a conflict with the language in the Constitution; and

Whereas, PCR202214 and its recommendations were accepted by the Faculty Senate on November 15, 2022; and

Whereas, amendments to the *Faculty Manual* must be made in order to effect the recommendations of the committee report; it is therefore

Resolved, that *Faculty Manual* Chapter V§E2e be amended to **strike** the word "establish" and **replace** with the word "utilize" and insert the words "only when established by the college bylaws" at the end of the sentence.

This resolution will become effective upon approval by the Clemson University Executive Vice President for Academic Affairs and Provost and its inclusion in the Faculty Manual.

Final Proposed Language

V§D3 College-level Procedures

- a. The dean reviews the complete TPR file, makes a separate recommendation on the "Request for Personnel Action", and writes a report which includes a rationale for supporting or opposing the recommendations of the peer committee and department chair.
- b. The dean may ~~establish~~ **utilize** committees within the college to provide assistance and advice in such reviews ***only when established by the college bylaws***. If the dean's recommendation differs from those of the TPR committee or the department chair or both, all three parties shall discuss the discrepancies prior to the dean informing the candidate of her/his recommendation.
- c. The dean shall ensure that the affected faculty member is promptly informed in writing of the results and rationale for the recommendation.
 - i. In cases of promotion consideration, the candidate may withdraw from further consideration at this point.

- 44 ii. The faculty member may elect to include a letter of response in the materials forwarded to
45 the Provost.
46 iii. The complete file is forwarded to the Provost.