


Central Administration
7 Administration Building
University of Kentucky
Lexington, Kentucky 40506-0032
(606) 257-5917
FAX: (606) 257-1630

December 6, 1996

MEMORANDUM

TO: President's Staff

FROM: Juanita W. Fleming 

SUBJECT: Proposed Changes in Governing and Administrative Regulations

Enclosed find draft copies of proposed changes in University Regulations. President Wethington requested I send them to you for your review and comments and that of the appropriate individuals in your areas. Changes are related to appointment, promotion and tenure issues which have been identified over the past few years and which have caused administrative problems in the appointment, promotion and tenure process in various sectors of the University.

The specific changes proposed are:

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|------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| AR II-1.0-1 G p. III-3 | Clarifies and states more clearly the comprehensiveness of the review requirements for promotion or granting of tenure. |
| AR II-1.0-1 H p. III-6 | Specifies the right of appeal in AR as already set out in GR XII. |
| AR II-1.0-1 B p. IV-2 | Specifies that faculty in the Research and Clinical Title Series may receive notification of non-renewal of appointment at any time (for instance, at the end of a contract period if funding for the grant is not renewed.) |
| GR X B4 p. X-4 | Same provision as above. |
| AR II-1.0-1 A2 p. V-1 | Specifies that application for and/or receipt of extramural funding maybe evidence of research or creative activity in those fields where it is relevant. |

recommendation on the matter from the Prior Service Advisory Committee (refer to AR III-1.0-3), the chancellor/vice president shall approve or disapprove the request.

For a faculty member with prior full-time service at a college or university, if a request for waiver of all or part of the prior service has not occurred by the time of the faculty member's initial appointment at the University of Kentucky, the following statement shall be included as a condition of appointment on the Notice of Academic Appointment and Assignment form for the initial appointment: "A faculty member with prior service at a college or university has the right to request a waiver of all or part of the prior service. However, such a request must be considered within one year after the starting date of this initial appointment at the University of Kentucky with the possibility of achieving tenure. (Refer to Section IV.A of AR II-1.0-1.)"

Prior full-time service as a faculty member in the research title series, in the clinical title series, or in a temporary post with specific and restricted responsibilities are examples of service which might be waived upon a subsequent regular appointment to the Regular Title Series, Special Title Series, Extension Title Series or Librarian Series.

B. Notification of Non-Renewal of Appointment: Non-Tenured Faculty Appointments

Part-time, visiting, or temporary short-term appointments with explicit terminal dates of one year or less terminate at the expiration of the term without notice.

For [those] tenure eligible faculty members employed year-to-year on a fiscal or academic year basis, notification of non-renewal of appointment at the end of the first year of service shall be given no later than March 1 if the appointment expires at the end of that year or three months in advance if the one-year appointment terminates during the academic year. Notification of non-renewal of appointment at the end of the second year of service shall be given no later than December 15 if the appointment expires at the end of the year or six months in advance if the appointment expires during the year. Notification of non-renewal of appointment after more than two years of service shall be given at least 12 months before expiration of the appointment. For faculty members ineligible for tenure, notification of non-renewal of appointment may be given any time, contingent upon continuity of funding and the individual's accomplishments. Any such notification of non-renewal of appointment shall be made in writing by the dean.

It is University policy not to provide written reasons in cases of non-renewal of appointment. However, upon the faculty member's request, the dean of the college may meet with the faculty member and discuss informally the circumstances surrounding the non-renewal.

- AR II-1.0-1 B2 p. V-3 Deletes "regional recognition" as a criterion for promotion to Associate Professor and specifies expectations of continued achievement and future capability of achieving national or international recognition.
- AR II-1.0-1 p. II-13 Provides for part-time or full time status of lecturers and benefits for those lecturers offered a multi-year contract.
- AR II-1.1-7 p. 1 Clarifies that non-tenured faculty may be approved for all or part of a fiscal year basis.

May I have your comments by January 8, 1997 so that I can prepare a summary of them for President Wethington's review. Your attention to this is appreciated.

c: President Charles T. Wethington, Jr.

Enclosures
663/ds

bc: Dean Richard Edwards
 Vice Chancellor Phyllis Nash
 Vice Chancellor Anthony Newberry
 Vice Chancellor David Watt
 Ms. Gaye Elste
 Mr. Paul VanBooven