Appendix A

Faculty Handbook Change Log


6. Section II, Organization, and Administration: Updating the members of the Board of Regents and the Board of Supervisors, and the university structure to reflect recent changes. Under “Boards Which Govern Higher Education in Louisiana” in reference to the University of Louisiana System changed from eight to nine colleges and institutions. Under “The University Council” added the Faculty Senate, and other areas of. On page I-5 in the section “The Provost and Vice President for Academic Affairs,” “The Vice President for Student Affairs,” and “The Vice President for Administration and Finance” updated the organization to reflect recent changes and match the organizational chart of the university. Updates on I-6 in the section on Academic Deans and Directors of Administrative Units” added and three (3) assistant vice presidents lead. The organizational chart on page I-7 has been updated for 2015-2016. Approved by Faculty Senate and Dr. James Henderson. December 10, 2015. Robert McKinney.

7. Section III, Fiscal Policies: Updating travel priorities and removing references to typewriters. On page 1 under “Travel Allowances” updated the travel priorities. Under “University Budget” on page 2 deleted references to typewriters, typewriter repair, and duplicator paper and updated with computers, toner, and paper. The web address for Faculty Affairs has been updated under “General Consideration.” Approved by Faculty Senate and Dr. James Henderson. December 10, 2015. Robert McKinney.

8. Section IV, Instructional, and Research Policies: Updated references to catalog and allowing a digital version of the syllabus to be submitted to departmental offices. In the section on “Class Attendance” changed references to the bulletin to Undergraduate and Graduate Catalog. Under “Classroom Visiting, Privileges” added department head or director. In the section on “Office Hours, Grading and Attendance Policies, Texts, and Syllabi” paper has been deleted permitting faculty to submit a paper or digital copy depending on the departmental requirements. Approved by Faculty Senate and Dr. James Henderson. December 10, 2015. Robert McKinney.

9. Section V, Faculty Personnel Policies: On page 3 removing reference to annual letters which were discontinued many years ago. The change on page six is to match UL
System policy that defines the probationary period for tenure as 6 years, with a 12-month notice (7th year) if tenure is denied. The current UL Lafayette language results in a one-year delay of when tenure becomes effective. Under “Promotions” the ranks of Senior Instructor and Master Instructor were added. In the section on “Performance Evaluation and Merit Pay” the rating scale has been updated from the previous matric of Category I, Category II, etc. to 5, 4, etc. Other changes add the summer commencement ceremony, update the name of the Office of Faculty Affairs, and web links. Approved by Faculty Senate and Dr. James Henderson. December 10, 2015. Robert McKinney

10. Section VII, Educational Services and Other Resources: Changes include deleting references to Junior Division, and updating the Study Abroad Programs. Approved by Faculty Senate and Dr. James Henderson. December 10, 2015. Robert McKinney.

11. Section V, Faculty Personnel: Changes in sub-section on Performance Evaluation and Merit Pay incorporate the amendment language about rubrics into the handbook section about annual performance evaluations. Approved by the Faculty Senate and Dr. Jaimie Hebert. June 1, 2022. Robert McKinney

