

## **FACULTY MANUAL (SPRING/FALL 2021)**

## **AMENDMENTS**

**Sec. IV, Paragraph 2 (p.50) of the *Faculty Manual*, per a 2016 amendment:**

**The Joint Faculty Senate-Provost Committee on the *Faculty Manual* is authorized to make minor changes that do not alter the substance or meaning of the text and that, as appropriate, reflect current usage. Such changes take effect when made and will be followed by timely documentation on the *Faculty Manual* website.**

**Accordingly, the Committee identified the modifications detailed herein for adoption at the time that the substantive 2021 amendments were adopted by the Board of Trustees. The 2021 edition of the *Manual* reflects both types of amendments, with the changes made by the Committee documented herein; this document is posted on the [Faculty Manual website](#).**

Joint Faculty Senate/Provost Committee on *The Faculty Manual* (2020-2021):

Miriam Joseph, PhD, MLS Assistant Provost for Academic Policy and Educational Compliance [Chair]\*

Ruth Evans, PhD Faculty Senate President

Terry Tomazic, PhD Faculty Senate President-Elect

Julie Birkenmaier, PhD Faculty representative appointed by the Faculty Senate Executive Committee

Amber Johnson, PhD Faculty representative appointed by the Faculty Senate Executive Committee

Jane McHowat, PhD Associate Dean for Faculty Affairs and Development/School of Medicine\*

Michael Lewis, PhD Associate Provost for Faculty Development\* [non-participant 2020-2021]

Danielle Uy, JD Senior Associate General Counsel\*

\*University Administration Representatives

Text to be added or re-sequenced appears in **bold**

Deletions appear in **red** with strikethrough

Explanations appear in **blue** box.

## **SEC. II. ORGANIZATION OF SAINT LOUIS UNIVERSITY**

### **B. GENERAL ADMINISTRATION OF THE UNIVERSITY**

#### **ITEM #1**

##### **II.B.2. Provost**

The Provost is the chief academic officer of the University and reports directly to the President. The Deans of the University's Colleges, ~~and~~ Schools (**except for the School of Medicine and the Center for Advanced Dental Education**), and **Libraries** report directly to the Provost, as do the Vice President for **Research**, **Vice President for Student Development**, ~~the~~ Vice President for ~~Information Technology Services~~, ~~Vice President for Enrollment and Academic Services~~, **Retention Management**, ~~the~~ **Vice President for Diversity and Innovative Community Engagement**, ~~Vice Provost~~ **Director and Dean for the Madrid Campus**, ~~the Assistant Provost for University Libraries, the Director of Athletics, and several~~ Associate and Assistant Provosts, and **several Directors**.

**EXPLANATION:** Changes reflect current reporting lines and titles.





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The Dean is responsible for administering all academic aspects of the student programs within the College or School except those specifically within the jurisdiction of another College or School or of a University board, committee, or office. The Dean shall assure that academic advising is provided for all students. While the faculty, in consultation with the Dean, are responsible for establishing standards for the admission, transfer, and graduation of students, the Dean has final responsibility for implementing those standards. The Dean has the authority to dismiss students who have failed to meet the academic or professional standards of the College or School. Concern for the welfare and academic progress of students is a serious

workloads; annual review of faculty; promotion of professional development; recommendation of merit salary increases and other compensation within the limits of available funds; recommendation of appointments and renewal of appointments of Library administrators and other administrative personnel; appropriate and productive use of building space; and representation of these Libraries for development, public relations, and alumni activities. **In addition, the Dean of Libraries serves as coordinator, working with the other University Library directors, on matters of interest to all the Libraries.**

**EXPLANATION:**

- (1) Rewor
- (2) Clarified administrative decision-making authority.
- (3) Corrected text re: faculty workload.
- (4) For many years, a dean

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After consultation with the appropriate faculty members, the Department Chairperson or comparable administrator makes recommendations to the Dean of the College or School for initial and emeritus/a faculty appointments, promotion, tenure, **sabbaticals**, leaves of absence, notices of intent not to renew appointments of untenured faculty, termination, and faculty workloads. S/he supervises instruction and the personnel of the Department, reviews each faculty member's performance annually, and discusses the evaluation with the faculty member before sending it to the Dean. In consultation with and at the direction of the Dean of the College or School, ~~or of the Dean of the Graduate School,~~ the Department Chairperson or comparable administrator assigns faculty members to teach courses at prescribed times and places. In meeting the responsibilities for the academic well-being of the Department, the Chairperson or comparable administrator consults with the other members of the Department and works toward a consensus on courses offered within the Department, course prerequisites, examinations and standards, Department schedules, and teaching assignments. The faculty members share with the Department Chairperson or comparable administrator responsibility for

**ITEM #8****ELIMINATE II.D. University Boards and Committees as a separate section.****EXPLANATION:**

Re-sequence former II.D.E. Faculty Senate as II.D.

Re-sequence former II.D.1. University Committee on Academic Rank and Tenure as II.E.

No changes to text.

Eliminate provision for former II.D.2. Provost's Committee on Conflict of Interest. It no longer exists and conflicts of interest are addressed through other offices.

Eliminate provisions for former II.D.3. Institutional Review Boards (IRBs) and former II.D.4. Animal Care Committee. This avoids the need to update this text as these entities change. Further, they are only two of many entities important to faculty work and it is not feasible for the *Manual* to reference them all.

Rename and re-sequence former II.D.5. Other Boards and Committees as II.F. University Boards and Committees; eliminate reference to website list.

**~~II.D.~~—University Boards and Committees****~~II.D.1.~~ II.E. University Committee on Academic Rank and Tenure**

**Note: No revisions to text of this re-sequenced provision.**

**~~II.E.~~ II. D. Faculty Senate**

The Faculty Senate is the principal organ and voice of the faculty in matters of University-wide concern, and it is the primary means by which the faculty members of the University participate in governance of the University as a whole. The Senate consists of faculty members elected by the full-time faculty of the Colleges and Schools (**except the Graduate School**)

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**ITEM #10**

Replaced *Manual*

**ITEM #11**

Other proper names/titles that have been superseded and not accounted for above or no longer exist or are now subsumed under other entities:

Page 37 Sec. III.I. Change Director of Diversity and Affirmative Action TO Director of Institutional Equity and Diversity

Page 44 Sec. III.I.9.a.6

- Change John Cook School of Business TO Richard A. Chaifetz School of Business
- Delete Center for Sustainability
- Change School of Nursing TO Trudy Busch Valentine School of Nursing
- Delete Gnaegi Center for Healthcare Ethics
- Delete Center for Outcomes Research (SLUCOR)

**ITEM #12**

Revised in-text references to re-sequenced *Manual* content.