

Joint Statement on Handbooks

The University and AAUP-KSU recognize the important role of academic unit handbooks and share the belief that handbooks need to clearly reflect issues of importance to the University and the academic unit. The AAUP-KSU and the University further agree that along with University policies and current Collective Bargaining Agreements, academic unit handbooks are a key component of the faculty governance process at Kent State University.

The development and revision of handbooks is guided by the Tenured/Tenure-Track Faculty Collective Bargaining Agreement, which grants to the Faculty advisory body and the academic unit administrator the responsibility of developing handbook language. As also specified in the Collective Bargaining Agreement, the College Dean and/or the Provost have the responsibility of reviewing and approving proposed new handbooks and proposed handbook revisions.

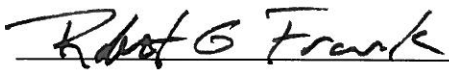
In an effort to initiate discussion of handbook revisions and to provide a model of structure and language, the Office of the Provost created template handbooks. The Provost's office provided these templates in good faith as examples to help administrators and faculty draft clear handbook language. Academic units are not required to use the template language if alternative language better suits disciplinary needs.

After much consideration and discussion, AAUP-KSU and the University agree that, at this time and in this instance, the University's request that the Faculty of each academic unit undertake a serious and in-depth review of its handbook to ensure that handbooks are in compliance with current University Policy and current Collective Bargaining Agreements is reasonable.

Given the foregoing, the University and AAUP-KSU agree that handbook review will be guided by the following principles:

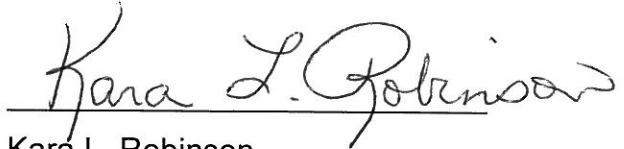
- Each academic unit should use the template handbooks proposed by the Office of the Provost only as an example.
- Each academic unit should develop handbook language that is clear and succinct on all issues which are appropriate for inclusion in the handbook.

- Each academic unit should look carefully and seriously at its handbook to ensure that it is in compliance with current University policy and applicable Collective Bargaining Agreements.
- Each academic unit should ensure that the culture and expectations of the unit are clearly reflected in the handbook.
- Each academic unit must include language in its handbook which specifies a cycle for and a process of review and revision of the handbook, as required by the tenured/tenure-track faculty's Collective Bargaining Agreement.
- Following this review, each academic unit will present to its Dean or to the Provost, as applicable, a draft of its handbook by Friday, December 11, 2009.
- As part of the administrative review process, the Dean and/or Provost, as applicable, may request revisions.



Robert G. Frank, Provost and
Senior Vice President for Academic Affairs
Kent State University

Date: 9-25-09



Kara L. Robinson
Chapter President, AAUP-KSU

Date: 9-25-09