

Introduction

This Handbook should be read in conjunction with the Whitman College Faculty Code, the College Catalog, the Department Chairs' and Program Directors' Handbook, and the Constitution and By-laws of Whitman College. The Faculty Code, which provides information about faculty organization, powers, and responsibilities and regulations and curriculum, is the record of faculty legislation. The College Catalog provides information about curriculum and academic policies that constitute the College's guarantee to students regarding their academic experience. The Department Chairs' and Program Directors' Handbook provides guidance to faculty serving in those roles. This Faculty Handbook provides:

- Policies and procedures which are not matters of faculty legislation;
- Information about Provost office programs and supports for faculty;
- Information about Provost involvement with faculty processes;
- Information about Provost concurrence with some parts of the Faculty Code.

If you have questions or suggestions about the information contained in the Handbook, please contact the Provost and Dean of the Faculty. Nothing in this Handbook creates a contractual right, and the College reserves the right to modify any provisions in the policies or content, or to discontinue all or part of these policies at any time. Any amendments, additions, or deletions are effective on the day posted to the Handbook, unless expressly stated otherwise by the College. Some Handbook items have received approval by the Board of Trustees, and are the policy of the College not changed by the administration. Such items have the date of the Board approval noted.

The College's coverage of legal claims against a faculty member remains in its discretion at all times. Generally, the College will provide defense and indemnity for a faculty member facing a legal claim when the claim arises out of the course and scope of the faculty member's work for the College; the College determines that the faculty member acted reasonably and without recklessness, misconduct, or intent that would create a claim; the College's insurance policy covers the claim; and the College determines it is appropriate to invoke the College's insurance policy. Faculty members concerned about specific factual situations that they believe may create potential liability or about which they are concerned that insurance coverage may not be provided are encouraged to consult with the Provost and the Dean of the Faculty.