

**Faculty Personnel Manual
Index**

	Topic	Section
A	AAUP 1940 Statement on Academic Freedom and Tenure	Appendix
	"Acting" faculty position	IV.I.1
	"Adjunct" faculty position	IV.I.2
	"Visiting" faculty position	IV.I.3
	Abstract of Request for Support Form	V.D.3
	Academic Freedom	IV; Appendix
	Academic Resource Center	VI.A
	Academic Secretaries	VI.B
	Advising	IV.U.3
	Anti-Discrimination Policy	III.B.
	Appointment	IV
	"Acting" faculty position	IV.I.1
	"Adjunct" faculty position	IV.I.2
	Artist-Teacher	IV.D.6
	Committee Service	IV.D.3
	Consultation for Reappointment	IV.C.7
	Contract letters	IV.C.4
	Desirable Qualifications	IV.D.3
	Graduate Faculty	
	Instructor Rank	IV.D.1
	Joint Positions	IV.D.8
	Lecturer	IV.D.7
	Length of	IV.D.2
	Non-Tenure Track	IV.I
	Part-Time Appointments	IV.C.2.b
	Physical Education Teachers	IV.D.6
	Rank	IV.D.1, IV.E.2
	Search Committees	IV.C.2
	Search Procedures	IV.C.2
	Shared Positions	IV.D.7
	Termination of appointment	IV.C.5-6
	Tri-College Consortium	IV.D.3
Variations	IV.D.9	
"Visiting" faculty position	IV.I.3	
Artist-Teachers	IV.D.6	
B	Bulletin Boards	VI.D
C	Changes in salary	IV.C.7
	Class Size, Minimum	IV.U.2
	Commencement	IV.U.4.c, VI.G
	Committee Assignments	IV.U.4.b
	Committee Service	IV.D.3
	Consulting activities	IV.Q.2
	Convocations	IV.U.4.c, VI.G
	D	Departmental Reviews
	Dismissal of Faculty	IV.O
E	Early Retirement Plan	IV.N

	Topic	Section
	Emeritus Status	IV.M
	Evaluations	IV.E
	Biennial Review	IV.E.3.b
	Date of Distribution	IV.E.3.d
	Disbursement of Completed Forms	IV.E.3.H
	Expenses	IV.E.3.G
	Faculty Requirements	IV.E.3.a-b, IV.E.3.I
	Full-Time Faculty	IV.E.1
	Instructions	IV.E.3.e
	Outside Evaluator	IV.E.3.a
	Part-Time	IV.J
	Publications of Forms	IV.E.3.c
	Reappointment	IV.E.3.b
	Student Evaluation of Faculty	IV.E.3
	External Funding	V.C
	Post-Award	V.E
	Pre-Award	V.D
	Procedures	V.C.
F	Faculty Absences	IV.U.2.b
	Faculty Fellowship Grant	V.B.11
	Faculty Governance	IV.U.4
	Faculty Grants	V.B
	Application	V.B.5
	Basis for Evaluation	V.B.7
	Conditions for awards	V.B.8
	Cover Sheet	Appendix I (End of Section V)
	Deadlines	V.B.6
	Eligibility	V.B.1
	Eligible Expenses	V.B.2
	Faculty Fellowship Application Cover Sheet	Appendix III (End of Section V)
	Faculty Fellowship Grant	V.B.11
	Gilpin Grants	V.B.9
	Guidelines for Grant Reporting	Appendix II (End of Section V)
	Interdisciplinary Studies Fund	V.B.12
	Justification of Expenses	V.B.3
	Kenan Fund	V.B.10
	Non-Eligible Expenses	V.B.4
	Faculty Grants Committee, Membership	V.B
	Faculty Liability Insurance	IV.U.4.d
	Faculty Meeting Attendance	IV.U.4.a, VI.E
	Faculty Off-Campus Employment	IV.C.3
	Faculty Responsibilities	IV.U
	Academic Advising	IV.U.3
	Class Meetings	IV.U.2.b
	Commencement	IV.U.4.c
	Committee Assignments	IV.U.4.b
	Convocations	IV.U.4.c
	Faculty Governance	IV.U.4

	Topic	Section
	Faculty Meeting Attendance	IV.U.4.a
	Grading	IV.U.2.c
	Honor System	IV.U.2.c
	Office Hours	IV.U.2.a
	Primary	IV.U.1
	Family Leave Policy	IV.T
	Formal Academic Occasions	IV.U.4.c, VI.G
G	Gilpin Grants	V.B.9
	Graduate faculty qualifications	IV.D.4
	Grants-in-Aid	V.B
H	History of SBC	I
	Honor System	VI.C
I	Instructor Rank	IV.D.1
	Intellectual Property Policy	IV.V
	Interdisciplinary Studies Fund	V.B.12
J	Joint Positions	IV.D.8
K	Kenan Fund	V.B.10
L	Leaves	IV.S
	Lecturer Rank	IV.D.7
	Requirements for Appointment	IV.D.6.a
	Requirements for Reappointment	IV.D.6.a
	Liability Insurance	IV.U.4.d
M	Mission Statement	II
O	Off-Campus Employment	IV.C.3
	Organization	III
	Organization of the College	III.A
	Outside Evaluator	IV.E.3.a
P	Part-time Faculty	
	Appointment	IV.C.2.b
	Compensation	IV.K
	Evaluations	IV.J
	Reappointment	IV.J
	Physical Education Teachers	IV.D.7
	Political Activities	IV
	Probationary Period	IV.F, IV.H.1
	Promotion	IV.L
	Achievement of Doctorate	IV.L.1.a
	Appeals Procedure	IV.L.1.H
	Associate Professor	IV.L.1.c, IV.L.3
	Awarding of Tenure	IV.L.1.b
	Consultation	IV.C.7
	Criteria, Associate Professor	IV.L.3.a
	Criteria, Full Professor	IV.L.4.a
	Deadlines	IV.L.2
	Department Chair	IV.L.1.c.5)
	Evaluations	IV.D.3.b
	Full Professor	IV.L.1.c, IV.L.4
	Notice	IV.L.1.G
	Part-time Faculty	IV.L.1.c.4)

	Topic	Section
	Procedures	IV.L.1
	Schedule	IV.L.1
R	Reappointment	IV.C.7, IV.E.3.b, IV.F
	First	IV.G.5
	Full-Time Faculty	IV.G
	Grievances	<i>See Faculty Rulings</i>
	Non-tenure Track	IV.G.1
	Notice Date	IV.G.1
	One Year	IV.G.1, IV.G.5.a
	Part-Time	IV.J
	Second	IV.G.6
	Tenure Track	IV.G.3
	Three Years	IV.G.2-3, IV.G.5.a
	Two Years	IV.G.1, IV.G.5.a
	Release Time	IV.R
S	Sabbaticals	IV.S
	Salary Payments	V.A
	Salary Range	IV.P
	Shared Positions	IV.D.7
	Student Evaluations	IV.E.3
	Summer Salary Supplements	IV.Q.1
	Supplemental Compensation	IV.Q
	Sweet Briar College Faculty Fellowship Grant	V.B.11
T	Teaching Loads	IV.U.2
	Tenure	IV.F, IV.H; Appendix
	Appeals Procedure	IV.H.2.G
	Basis for offer	IV.H
	Criteria	IV.F, IV.H.4
	Deadlines	IV.H.3
	Elements in Evaluation	IV.H.5
	Evaluations	IV.E.3.b
	Probationary Period	IV.H.1
	Procedures	IV.H.2
	Schedule	IV.H.2
	Travel Grants	V.G
	Accumulation	V.G.3
	Annual Grant Amount	V.G.1
	Institutional Travel	V.G.6
	Mileage Reimbursement	V.G.2
	Participation Allowance	V.G.4
	Part-Time Faculty	V.G.1
	Procedures	V.G.7
	Tri-College Consortium	IV.D.3
	Triennial Review	IV.E.1