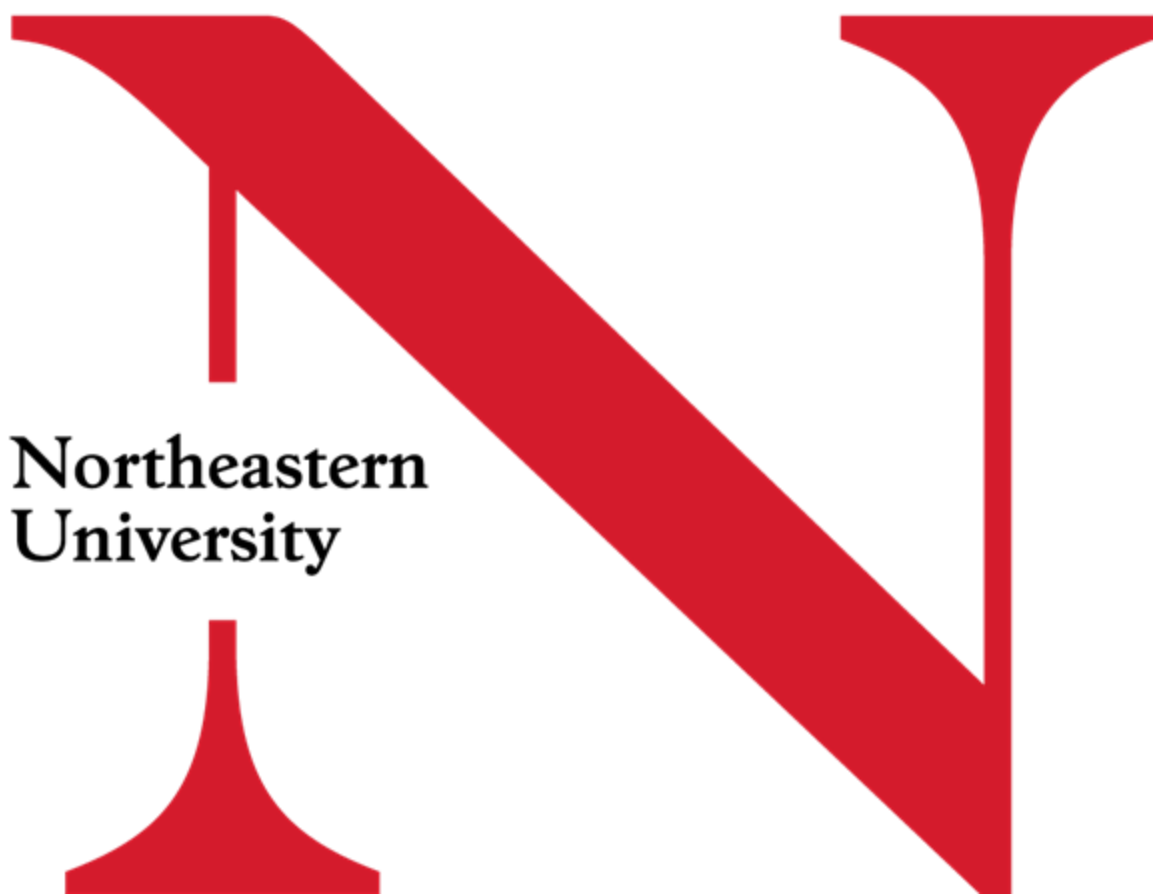


Faculty Handbook Committee

Faculty Senate Update

04/23/2025



Northeastern
University

Committee

Timothy Dransfield (chair)

College of Science

Rasika Bhalerao

Khoury College of Computer Sciences

Ted Clark

D'Amore-McKim School of Business

Oyinda Oyelaran

College of Science

Marketa Rejtar

Bouvé College of Health Sciences



Charges

Charge 1: Review the new university policies on intellectual property and academic freedom for consistency with Senate resolution #29, April 2023.

Charge 2: The FHC shall follow up on implementing the FHC Committee's approved resolutions 22, 26, and 30 of Academic Year 2023-2024 to update language in the Faculty Handbook.

Charge 3: Review the Faculty Handbook for language or content needing updating. Where changes to the handbook are required, the committee will propose resolutions with model language for inclusion in the handbook.

Charge 4: Review the Faculty Handbook for language pertaining to the new University policy on protests.



Charge 2

Charge 2: The FHC shall follow up on implementing the FHC-approved resolutions 22, 26, and 30 of Academic Year 2023-2024 to update language in the Faculty Handbook.

The changes in question are regarding implementation of the One Faculty Model throughout the Handbook.

E.g.: BE IT RESOLVED THAT the Handbook use “full-time faculty” to refer to every faculty member with a full-time appointment, and “tenured/tenure-track faculty” to distinguish those with tenure or the possibility of tenure.

These changes have been made to the Faculty Handbook.



Charge 3

Charge 3: Review the Faculty Handbook for language or content needing updating. Where changes to the handbook are required, the committee will propose resolutions with model language for inclusion in the handbook.

Charge 3A: Grievance procedure: Review the timeframe for filing a grievance and check to see if the timeline is clear for how to manage grievances that are submitted when faculty are not on contract (e.g., summer); review the role of the grievance committee in the process, such as how the committee ushers the grievant through the procedures, aids in mediation, making sure the grievance is clear and understood by all parties; determine whether, and under what circumstances, HR should be involved in the process; how committees should handle grievances specifically against upper administration – who steps in from upper administration.



Charge 3

Charge 3: Review the Faculty Handbook for language or content needing updating. Where changes to the handbook are required, the committee will propose resolutions with model language for inclusion in the handbook.

Charge 3B: Guidelines in appointing and evaluating university administrators – Working with the AEOC, review Part D administrator evaluation process and propose language for reviewing administrators in a second consecutive five-year contract.

Charge 3

Charge 3: Review the Faculty Handbook for language or content needing updating. Where changes to the handbook are required, the committee will propose resolutions with model language for inclusion in the handbook.

Charge 3C: Faculty Senate bylaws: Review the language from Part 3 committee composition. Read the section regarding the voting rights for members who are full-time faculty but also hold an administrative position. See if the policies regarding voting rights and membership on faculty search committees who also hold administrative positions are clear.

Charge 4

Charge 4: Review the Faculty Handbook for language pertaining to the new University policy on protests.

Statement on Free Expression: A foundational principle of Northeastern University is that a global, multicultural, diverse and inclusive community is vital to learning, discovery, and innovation at the highest levels of human endeavor. Further, we believe that an institution of higher learning has a responsibility to foster a community that protects and supports free expression, welcomes open dialogue on critical issues, and maintains an inclusive educational environment where diverse views can be safely expressed and debated by community members in an atmosphere of civility and mutual respect.

To embody these principles, Northeastern is a place for its community members to engage in open discourse on conflicting and diverse views and/or ideas, including those that others may find unwelcome, controversial, disagreeable, or even offensive. In the spirit of free expression, the university encourages professional, scholarly and respectful debate and critical thinking regarding differing views. In this way, we enhance and increase opportunities for learning and expanding thought perspectives through experience and engagement with those whose opinions and experiences differ from our own.



Charge 1

Charge 1: Review the new university policies on intellectual property and academic freedom for consistency with Senate resolution #29, April 2023.

THEREFORE, BE IT RESOLVED that faculty shall be deemed Authors of all Traditional Academic Works and Pedagogical Works created by them, such that **ownership of all rights in and to such Traditional Academic Works and Pedagogical Works shall reside solely with the faculty member who creates them;** and

BE IT FURTHER RESOLVED that, upon adoption by the University administration of the University Policy on Copyright, consistent with this Resolution, the Faculty Senate shall take steps to replace the Faculty Handbook the module entitled “Instructional Media” with a policy addressing pedagogical works consistent with the Faculty Senate Handbook Committee report.



Charge 1

Charge 1: Review the new university policies on intellectual property and academic freedom for consistency with Senate resolution #29, April 2023.

FHC worked with the Office of the General Counsel to craft language that would satisfy the Senate resolution while also providing the University with the ability to continue teaching courses if a faculty member were to leave the University or become unable to continue teaching. The discussion centered on which pedagogical components of an existing course should be licensed to the University for future use, and for how long, and how to protect the intellectual property of the original course creators. The agreed-upon language appears on the following slides.



Charge 1: Proposed Language Excerpts

1. Definitions

- a. **Original Work of Authorship** refers to works of authorship that fall within the Copyright Act of 1976, 17 U.S.C. § 101 *et seq.*
- b. **Pedagogical Work** means teaching material(s), which are not Directed Works, created by faculty primarily for instruction of university students, and include, but are not limited to, syllabi, curricula, exams, sample exam answers, course materials, lecture notes, slide decks, individual illustrations, video clips, audio clips, class exercises, class assignments, case studies, recorded lectures, and recorded classes.
- c. **Directed Work** means any Original Work of Authorship agreed upon in writing between the university and faculty author(s)/creator(s), the creation of which is (i) based on a specific request by the university and (ii) which is supported by Significant Use of University Administered Resources.
- d. **Significant Use of University Administered Resources** means the use of university facilities, equipment, funds, personnel, and other resources that exceeds what is customarily and currently provided to similarly situated colleagues of an author in the author's department or to similarly situated students enrolled in the same course or college.



Charge 1: Proposed Language Excerpts

7. Ownership of Pedagogical Works

In accordance with US Copyright laws, ownership of Pedagogical Works which are not Directed Works resides with the faculty author(s), who hereby grant to the University a non-exclusive, limited, royalty-free, non-transferrable, and non-sublicensable license for reasonable academic use for the not-for-profit educational purposes of the University during the author's employment by the University, and, for up to six months after the author(s) separation from the university, of the following Pedagogical Works: syllabi, curricula, and class assignments. Reasonable academic use includes permission from the author(s) to use such course materials, but not to publish or commercialize them. The author(s) hereby grant to the University a non-exclusive, perpetual, irrevocable, royalty-free, non-transferrable, and non-sublicensable license to keep copies of Pedagogical Works in any format for archiving purposes only.



Charge 1: Proposed Language Excerpts

8. Ownership of Directed Works

Unless otherwise stated by written agreement, Directed Works developed with Significant Use of University Administered Resources are the property of the university. A written agreement must be executed between the University and the cooperating faculty before the development of the Directed Work. The purpose of such agreements should be to facilitate the free flow of ideas and information and the maximum utilization of such Directed Works. The agreement should address the following where relevant:

- a. the portion of the normal academic load of the faculty member to be committed to the project;
- authorship or other credits;
- arrangements for the sale, lease and gratuitous lending of the media;
- royalty payments from net income derived from the marketing of the media;
- provisions for subsequent use, revision, or withdrawal of the media; and
- provisions for arbitration of unresolved issues.



Charge 1 Resolution

WHEREAS The Faculty Handbook module entitled “Patent and Copyright” includes both the University Patent Policy, adopted in 1995, and an Interim Copyright Policy, last revised in 1982; and

WHEREAS faculty are deemed Authors of all Traditional Academic Works and Pedagogical Works created by them, such that ownership of all rights in and to such Traditional Academic Works and Pedagogical Works resides solely with the faculty member who creates them; and

WHEREAS definitions of Pedagogical Works were not included in the Faculty Handbook

BE IT RESOLVED THAT the Faculty Handbook module on “Instructional Media” should be deleted and replaced with the agreed-upon module, “Pedagogical Works”.

