

Introduction

The Texas A&M University-Commerce *Faculty Handbook* provides current, new, and prospective faculty members a convenient guide to useful information that supports faculty success and engagement at the university, including: (a) summaries of the most important Texas A&M University System policies and university procedures as they apply to faculty at A&M-Commerce; (b) faculty rights, responsibilities, and duties; and (c) a variety of resources and services of which faculty should be aware. The text of the *Handbook* includes links to official system policies and university procedures, as well as to resources available on the A&M-Commerce website. This *Handbook* is meant to serve as a guide for all faculty members, regardless of rank and tenure status: full-time and part-time, tenured and non-tenured, academic professional track, clinical track, ad interim, adjunct, and graduate assistants with teaching responsibilities.

This *Handbook* is not a contract between the university and members of its faculty; it is only a guide. The official policies and procedures of the system and the university will govern the topics addressed, and form part of the essential employment understandings between faculty members and the university. This *Handbook* supersedes any prior *Faculty Handbook*.

The information contained in the *Handbook* is subject to change as a result of action by federal and/or state governments, the Board of Regents of the Texas A&M University System, and the administration of Texas A&M University-Commerce. Consequently, the *Handbook* should be considered a living document that will be revised as laws change, and policies, procedures, and practices evolve.

Because procedures are continually updated faculty, members should always examine the full and current policies and procedures that concern them. Faculty members wishing to see the formal statements may follow the links provided in the text of the *Handbook* or consult the websites for the Texas A&M University System Policies or the A&M-Commerce Rules and Procedures. Questions and comments concerning any information in the *Handbook* should be directed to the Office of the Provost and Vice President for Academic Affairs.

Faculty members should also be familiar with university publications such as the Undergraduate Catalog, Graduate Catalog, Schedule of Classes, Student Guidebook, and the university's Strategic Plan.