Faculty Senate Routing Form

1. Item Description
   a. Item Title: Motion to Revise the Faculty Handbook (p. 130) – Policies and Procedures for Faculty Evaluation of Administrators
   b. Brief Description: the committee on Faculty and Institutional Affairs presented a motion to revise the Faculty Handbook (p. 13): The wording was changed in the Faculty Handbook to include The Chair of the Faculty Senate [and the Executive Committee] will be responsible for compiling the results of the evaluations and submitting a summary report to the Chancellor at the end of the academic year. A change to the Schedule of Faculty Evaluations of Administrators by the Faculty Senate Spring of odd-numbered calendar years: Division of Academic Affairs (including all Deans) Division of Business Affairs [Finance and Administration] Division of Enrollment Management. Spring of even-numbered calendar years added the Division of Enrollment Management
   c. Initiated by: Faculty and Institutional Affairs Committee
   d. Type:
      x Action □ Resolution □ Recommendation

2. Faculty Senate Action
   x Approved □ Not Approved □ Other
   Senate Vote [Yes-No-Abstain]: 22-0-0 Date of Meeting: 2024.03.13
   Senate Chair Signature: [Signature] Date: 4/18/24
   Senate Secretary Signature: [Signature] Date: 2024.03.13

3. Provost
   a. Provost Action:
      ☑ Approved □ Not Approved □ Acknowledge Receipt
      Comments:

      Provost Signature: [Signature] Date: 4/18/24

4. Chancellor
   a. Requested Action:
b. Chancellor Action:

☑ Approved  ☐ Not Approved  ☐ Acknowledge Receipt

Comments:

Chancellor Signature: [Signature]  Date: [Date]

Once finalized, copies will be returned to Special Assistant to the Chancellor who will scan and distribute electronically to: Chancellor, Provost, Chair of Faculty Senate, and Secretary of the Faculty Senate. The latter will post the Proposal/Recommendation/Resolution on the Faculty Senate Website.