POLICY COVER SHEET

(See Faculty Staff Handbook 1460 for instructions at UI policy website: www.webs.uidaho.edu/uipolicy)

Chapter & Title: FSH 3320 – Annual Evaluation C.

All policies must be reviewed, approved and returned by a policy sponsor, with a cover sheet attached to apm@uidaho.edu or fsh@uidaho.edu respectively.

*Note: If revision/deletion request original document from apm@uidaho.edu or fsh@uidaho.edu, all changes must be made using “track changes.”

Originator(s): Marty Ytreberg  May 2, 2018
(See FSH 1460 C) Name Date
Telephone & Email: 208-885-6908 ytreberg@uidaho.edu
Policy Sponsor: (If different than originator.)
Telephone & Email: __________________________

Reviewed by General Counsel __Yes __No Name & Date: __________

I. Policy/Procedure Statement: Briefly explain the purpose/reason of proposed addition, revision, and/or deletion to the Faculty/Staff Handbook or the Administrative Procedures Manual.

Update and clarify the process for evaluation of administrators. The process on how to obtain feedback from faculty and staff was discussed at length. FAC accepted this policy that is intended to replace current C. (C1-C4) with the caveat that further discussion is needed with regard to the process in obtaining feedback and how to do so and ensure confidentiality. Suggestions included:

- Centralization
- A survey done by an external company similar to great colleges (outsource)
- how to control and protect feedback from those in smaller units
- training to ensure administrators understand confidentiality
- ID/log-in specific to ensure others cannot submit feedback in another’s name

II. Fiscal Impact: What fiscal impact, if any, will this addition, revision, or deletion have?

III. Related Policies/Procedures: Describe other policies or procedures existing that are related or similar to this proposed change.

IV. Effective Date: This policy shall be effective on July 1, or January 1, whichever arrives first after final approval (see FSH 1460 D) unless otherwise specified in the policy.

If not a minor amendment forward to: ____________
Track #: ____________
Date Rec.: ____________
Posted: t-sheet ____________
h/c ____________
web ____________
Register: ____________

Policy Coordinator
Appr. & Date: ____________
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