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

[3/09]

Faculty/Staff Handbook [FSH] □ Addition ☑ Revision* □ Deletion* □ Emergency
Minor Amendment □

Chapter & Title: FSH 4620 Academic Calendars

Minor Amendment □

Chapter & Title: ____________________________________________

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):
(Please see FSH 1460 C)
Dwayne Hubbard 7/24/18
Name Date

Telephone & Email:
885-9460, dhubbard@uidaho.edu

Policy Sponsor: (If different than originator.)

Name Date

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.

We are looking to change the dates for the Fall 2019 and Fall 2026 dates to begin a week later than is currently in the academic calendar. As the dates are currently set it causes payroll concerns for people on academic year appointments.

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: ____________________________________________

Policy Coordinator
Appr. & Date: __________________________________
[Office Use Only]

FSH
Appr. ____________
FC ____________
GFM ____________
Pres./Prov. ____________
[Office Use Only]

Track # ____________
Date Rec.: __9/7/18____
Posted: t-sheet ____________
h/c ____________
web ____________
Register: ____________________________________________
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APM
F&A Appr.: ____________
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