


## MEMORANDUM

TO: Elizabeth Brandt, Faculty Secretary  
Patrick Hrdlicka, Chair

CC: Anna Thompson, Assistant to Faculty Secretary

FROM: Chuck Staben, President 

DATE: June 26, 2017

SUBJECT: Response to Faculty-Staff Handbook Change Items from UFM of May 2, 2017

In response to your memo of May 2, 2017, and pursuant to *Faculty-Staff Handbook* (FSH) section 1420, I hereby approve and disapprove the agenda items as referenced below. Please note this memo supplements my earlier memo dated May 11, 2017 and addresses the remaining Faculty-Staff Handbook section items not dealt with earlier. Items are approved and disapproved as follows:

### APPROVED WITHOUT COMMENT:

#### Faculty-Staff Handbook:

- **FS-17-044:** FSH 3520 F-9 – Tenure Extension
- **FS-17-045:** FSH 3710 – Leave Policies for All Employees
- **FS-17-046:** FSH 1640.xx – Faculty and Staff Policy Group and FSH 1640.42 Faculty Affairs
- **FS-17-052:** FSH 1640 – Judicial Committees
- **FS-17-053:** FSH 1620 – University-level Committees
- **FS-17-074:** FSH 1640.90 – General Education Assessment Committee
- **FS-17-075:** FSH 1640.20 – University Budget & Finance Committee

### APPROVED IN PART AND DISSAPPROVED IN PART WITH COMMENT:

- **FS-17-057:** FSH 1570 – Faculty Secretary
  - I approve the changes to FSH 1570 under sub-sections) B-9 (new numbering, C-1 and C-2.
  - I disapprove the remainder of the changes to FSH 1570

Comment: The Provost and I requested the minor changes to the description of the post of Faculty Secretary, which I have approved in this memo. The balance of the changes were not requested and are not necessary.