

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 [x] Revision* [] Deletion* [] Emergency
Minor Amendment []
Chapter & Title:
Administrative Procedures Manual [APM] [] Addition [] Revision* [] Deletion* [] Emergency
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) Telephone & Email:
Name: Hroy Graham Date: 6/29/09
5-6125; hgraham@uidaho.edu

Policy Sponsor: (If different than originator.) Telephone & Email:
Name: Date:

Reviewed by General Counsel [x] Yes [] No Name & Date: Kent E Nelson 6/29/09

- 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. to conform to Board policy II F.S.a.
II. Fiscal Impact: What fiscal impact, if any, will this addition, revision, or deletion have? none
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]
APM F&A Appr.: [Office Use Only]
FSH Appr. FC GFM Pres./Prov. [Office Use Only]
Track # Date Rec. Posted: t-sheet h/c web Register: [Office Use Only]