

**MOTION: CONDUCTING PAPER DEAN'S EVALUATIONS
REFERRED BY: GOVERNANCE COMMITTEE**

MOTION

The Faculty Senate shall conduct the evaluations of the College Deans and the University Librarian in a paper format.

RATIONALE

Pursuant to Section 1.4.3.1 of the *Teaching and Research Faculty Handbook* and Section 1.10 of the *Administrative and Professional Faculty Handbook*, the Faculty Senate is charged with conducting an evaluation of the College Deans and the University Librarian, based on evaluation forms completed by faculty. Neither handbook specifies the manner in which evaluation forms must be administered.

For the past two evaluation cycles, faculty have electronically completed the evaluation forms. While the electronic administration of evaluation forms has rendered benefits in terms of environmental sustainability and ease of calculations, there are two areas of concern that have emerged: first, in some cases, faculty have encountered technological difficulties in accessing and/or completing the forms; and second, the Governance Committee has heard concerns from faculty signaling discomfort with the electronic system.

Because of the significance of the dean's evaluation process, the Governance Committee recommends a return to paper evaluation forms to address the concerns noted above. The Governance Committee is willing to undertake the additional labor involved in processing paper forms.