

## **Motion to Change the Timeline for Submission of Faculty Annual Reports to Department Chairs**

### **Motion:**

The Faculty Issues Committee moves that the first sentence of section 1.4.1.4.1 in the Teaching and Research Handbook be changed from “prior to the second Friday of each Fall Semester” to “by August 15.”

### **Rationale:**

The current deadline for the submission of FARs to Department Chairs does not leave adequate time for Chairs to prepare evaluations of faculty. The proposed date is in keeping with the contract year (August 10 through August 9) and leaves unchanged the period covered by the FARs. All other dates on the timeline for evaluation of faculty will be left unchanged by the shifting of the due date for FARs.