University of Wisconsin Oshkosh
Proposal for New Policy or Change in Existing Policy
[Form to be completed by group/individual[s] originating the new policy or change to an existing policy]

Originator: April Dutschke
Policy Title: Handbook Update
☐ New Policy  ☐ Existing Policy

Reviewed By: University Staff Council
Appropriate Dean, Assistant Vice Chancellor, Associate Vice Chancellor, Vice Chancellor

Policy Statement:
The University Staff Council has voted and passed the name change for their Council from University Staff Council to University Staff Senate

Rationale [Problem, need, benefits, advantages/disadvantages, etc.]:
Now that all three governance groups are recognized, this will bring university staff forward as a senate too.

Institutional Impact [segments of the University that will be affected by the policy]: None—simply a change of language

Change of handbook, policies, website, and correspondences will be updated

Implementation Plan: Describe how this proposal will be implemented under the following areas:

1. Cost Implications [projected cost of total proposal]:
   None

2. Time Line of Implementation [effective date and time sequence of implementation]:
   As soon as it has gone through PAS to inform everyone, updates will then begin

3. Technological implications [IT intervention and priority of project with IT, other unit involvement]
   N/A

4. Description of Phase-In [if proposal will affect students, plan for implementation, i.e., just freshmen starting in the fall, all students, etc.]
   Summer Project to implement

5. Units Involved in Implementation Provost’s office – Provost
   Provost Office to move forward to Provost Administrative Staff

Provost’s Administrative Staff: Approved May 3, 2016
University Staff Council: Approved April 20, 2016

Approved:  Date: 5/25/16

After Chancellor approval, please return to the Office of Provost and Vice Chancellor.