Memorandum

TO:	Karen Gibson, ECS Chair
CC:	Lisa Haight, Provost's Office
FROM:	Robert Adams, Chair, OEC Kyle Felkner, Chair, FTLCAC
SUBJECT:	Joint Charge on Potential Handbook Language Overlap
DATE:	October 24, 2013

OEC and FTLCAC were jointly charged to examine the faculty handbook and identify any potential overlap in the responsibilities of these two committees. Both OEC and FTLCAC have reviewed the handbook and find no overlap. Certainly, the handbook mentions collaboration between the two committees, but always with the language "in consultation". Therefore, we recommend no changes to the handbook at this time.