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**Mandatory Changes to College and Department/School ASPT Documents
Required for Consistency with University ASPT Policies Effective for Evaluation Period Beginning January 1, 2012
Page References to Document Approved May 2011 and Effective January 1, 2012 ("Beige Book")**

CFSC/College Standards:

1. Recusal of CFSC members from deliberations of School colleagues (IV.A.1, p. 11-12)—requires College to make a decision and articulate its policy.
2. Approval of CFSC guidelines by majority vote of departments/schools. Each department/school has one vote, based on majority vote of eligible faculty. Previously approval was by majority vote of DFSC/SFSCs. (IV.E.1, p. 17)

DFSC/SFSC Guidelines:

1. Departments/Schools need policies for appointment of search committees (VI.A, p. 23)
2. Overall annual evaluation must be "satisfactory" or "unsatisfactory" and guidelines must state what constitutes overall satisfactory and unsatisfactory performance (VII.E, p. 25-26).
3. External peer evaluations for Promotion or Tenure (VIII.D, p. p. 26-27; IX.D.3, p. 33-34; and XIV.B.3, p. 56):
 - a. If used, this fact must be stated in Department/School guidelines.
 - b. If used, Department/School guidelines must specify whether and under what conditions written evaluations will be considered without a waiver of confidentiality by external evaluator.

There are additional changes in University ASPT Policies that do not require changes to College/Department/School documents *in general*. Individual academic units may need to make revisions to remain consistent with new University ASPT Policies.