Proposed Protocol for Senate Committees Requesting Data

The Provost proposes a protocol for the request of data from Senate Committees so that the administration can keep track of what is requested, to make sure there are timely responses, and to ensure that data requests are carefully thought out so that data requests are not dribbling out: Any request for data from a Senate committee will be forwarded to the Senate Executive Committee for their consideration. After the Executive Committee determines that the data is appropriate and necessary for the Senate to do its work, the Senate Executive Officer will log in the requested data and date, then submit the request to the Assistant Vice President for Academic Resources (Ellen Cook), who will determine if we can provide the data. If it can’t be provided, she will provide that information to the Senate Executive Officer with a justification. If it can be provided, she will notify the Senate Executive Officer that the request has been submitted to IR, and an estimated date on which it will be provided.

Submitted for consideration by the Faculty Senate on September 17, 2014