

**ENGINEERING STAFF COUNCIL RESOLUTION**

**RESOLUTION #**: ESCR\_ \_ \_

**SUBJECT**:

**PRESENTED BY**: Committee: Presenter Name

**IMPLEMENTATION DATE**: Month, Day Year

**RENEWAL DATE**: Month, Day Year

Continuance of the program from year to year is at the discretion of the appointing authority.

# PROCEDURE STATEMENT

What this resolution modifies/accomplishes

# PURPOSE

# Goal/purpose of this resolution

# PROCEDURES AND RESPONSIBILITIES

1. GENERAL

General Background

1. PROCEDURES

Necessary steps and additional details

1. ATTACHMENTS

Supporting documentation as needed

# PRESENTED TO CEAS STAFF COUNCIL FOR VOTE:

Date Yes votes: \_\_

Vote result: Pass [ ]  Fail [ ]

No votes: \_\_

Abstain votes: \_\_

If passed, CEAS Staff Council Chair signature for approval to submit to Dean of CEAS.

ENGINEERING STAFF COUNCIL CHAIR DATE

# SUBMITTED TO DEAN OF CEAS:

# Date of Submission

# RESPONSE FROM DEAN RECEIVED:

# Content of Response

CEAS DEAN DATE

# FOLLOW-UP ACTIONS:

# Content of Response