## SIGNATURE SHEET FOR EVALUATIVE CRITERIA

**APPROVED CRITERIA SHALL HAVE ALL REQUIRED SIGNATURES**

Department:

Department Chair/Head:

Date Sent to Dean:

Signature Date Approved

Dean:

Provost/designee:

DIRECTIONS: This signature page must accompany the evaluative criteria throughout the entire approval process and serves as a record that all levels have contributed to the approval process. Changes and any new language added to existing and approved criteria documents must be clearly marked in the new criteria document using the Track Changes function. After all levels have approved the evaluative criteria, the Provost or designee will send this cover page and the criteria to the department and, separately, to the Senate office for archiving.