

3362-5-01 Policy on policies and procedures.

(A) Purpose

Board of trustees approved policies reflect the board's principles for university governance and set direction for institutional decision-making and practices. The purpose of this rule is to ensure a uniform process for the adoption and review of board of trustees approved policies and the establishment of supporting procedures.

(B) Policies subject to board approval

- (1) In general, policies that address subjects of significance to the university or that could substantially impact the university are appropriate for board review and approval.
- (2) Policy subjects that are appropriate for board of trustee approval include, but are not limited to, the following:
 - (a) Core functions of the university
 - (b) Matters required by law to be the direct responsibility of the board;
 - (c) Matters that address state or federal requirements;
 - (d) Matters that utilize or have the potential to utilize significant university resources;
 - (e) Auxiliary operations of the university; and
 - (f) Matters directed by the board.
- (3) Board policies may only be enacted, amended or rescinded with approval by the board of trustees. Amendments of a non-

substantive nature must comply with procedures promulgated under this rule but do not require board approval.

(C) Procedures

- (1) Procedures may only be enacted, amended or rescinded with approval by the president.
- (2) Procedures serve to effectively administer or implement a policy, so long as they are within the scope or framework of the policy. A board policy may also direct that specific areas or topics be addressed through an underlying procedure.

(D) Policy and procedure formulation and review process

- (1) The president is responsible for establishing a procedure to implement this policy that will identify a system and process for developing new policies for board of trustees approval and to ensure the regular review of existing board policies. The president is also responsible for establishing a system for the development and approval process for procedures.
- (2) The president will report, at least annually, to the board of the administration's review of existing policies and procedures.

Effective: 5/22/2020

CERTIFIED ELECTRONICALLY

Certification

05/11/2020

Date

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