

University Procedures for Promulgating Regulations

The procedures herein are governed by the Board of Governor's ("BOG") Regulation Development Procedures dated July 21, 2005. University Regulations are statements which guide the conduct of actions of University constituents or the general public. University Regulations are required to be in adherence with the BOG's strategic plan and must be approved by the Board of Trustees ("BOT").

The promulgation process should start with the Committee on Policy and Compliance ("CPC"). Action items for a University regulation include: promulgation of a new regulation, amending a current regulation or repealing an obsolete regulation. Once the regulation has been fully vetted by CPC, the promulgation process begins as detailed below:

- The Chair of the CPC circulates a redlined version of the proposed regulation to the constituent groups for a pre-review period;
- During the pre-review period, the University holds an Open Forum to elicit comments, suggestions and feedback for the proposed regulations;
- Following the Open Forum, the proposed regulations are noticed on the BOT webpage for a thirty (30) day period;
- The first fourteen (14) days of the notice period are the formal comment period;
- Comments are taken into consideration by University officials;
- Upon expiration of the thirty (30) day notice period, the proposed regulations are placed on the BOT agenda for review and consideration;
- Once the proposed regulations are approved by the BOT, they become effective upon filing with the President's office, unless otherwise designated or when the Regulation is a select regulation which requires BOG approval;
- Select regulations include regulations pertaining to tuition, admission and articulation.