Policy Development and Renewal Process

Department forms policy development team, develops policy text using the Policy Template, and submits to PAG.

Department/individual proposes developing a new policy, revising an existing policy, or retiring a policy. Form reviewed and approved by the Policy Advisory Group (PAG)

Submit: Request Form to PAG

PAG reviews and, upon completion of required revisions, policy is approved.

Policy Coordinator updates the Policy Library and communicates to campus.

Department implements policy.

Department assesses policy implementation.

Internal Auditor schedules audit of policy and implementation, as appropriate.