University of North Georgia Policy Process

Anyone in the University community may The Academic Affairs Committee or propose creation of or revision to a policy Graduate Council, which include Faculty through the President or appropriate Vice Senate representation, shall review President. UNG administrators are programs of study, course offerings, Policy Proposal / Revision responsible for identifying the need for instructional procedures, changes to the new or revised policy or procedures curricula of undergraduate and certificate appropriate to the functions of their unit(s). degree programs, academic standards, and other academic concerns and duties as they occur or at the request of the Provost or the President or No Policy / Revision Needed University Faculty. Applicable VP Academic Affairs Committee / **Graduate Council** Review the proposed policy for redundancy, duplication, impact **Policy Office** on other departments. **University Policy Unit-Level Policy** Policy Office, Chief of Staff Policy Office, Chief of Staff **Impacted** and General Counsel Review and General Counsel Review **VPs** Policy Review Committee Policy Review Committee and Open Review and Open Review After receiving feedback, the Vice After receiving feedback, President who the Vice President who Vice President Vice President submitted the policy submitted the policy shall shall determine determine appropriate appropriate revisions. revisions and present the If there is not policy to the President's President's Cabinet consensus on a Unit-Cabinet for consideration. level Policy, the draft policy will be submitted to the President Cabinet for review and follow the process for a University Policy. **Active Policy**