



## Policy Submission Sheet

**Policy Title:**

**Action Requested:**

Approve new policy

Approve changes to existing policy

    Minor Changes

    Major Changes

Remove policy

**Why is this action needed?**

**What stakeholders did you consult before bringing it to the Policy Council?**

**Requested by (must be a VP or Executive Director):**

**Date:**

**For Office Use Only**

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This policy proposal has gone through the proper process and is:

Approved For Public Comment

Denied

Needs Revisions (See below)

Revisions Needed/Comments:

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*Policy Council Chair's Signature*

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*Date*

Policy Council Staff

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Dates for Online Public Comment (must be available online for 7 days): \_\_\_\_\_

Comments:

The Office of the President

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Final Review - This policy proposal is:

Approved  Denied  Needs Revisions (See below)

Revisions Needed/Comments:

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*President's Signature*

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*Date*

Effective Date (if different from approval date): \_\_\_\_\_