



## University Policy Statement

### UPS 100.015

## REVIEW AND REVISION OF UNIVERSITY POLICY STATEMENTS

University Policy Statements shall be reviewed, at a minimum, every ten years by the appropriate Academic Senate Standing Committee. If there is not an appropriate Academic Senate Standing Committee, the policy shall be reviewed by the Academic Senate Executive Committee or an ad hoc committee charged with reviewing and/or revising the policy. University Policy Statements shall clearly indicate the date they were last reviewed and/or revised.

### GUIDELINES FOR THE REVIEW AND REVISION OF UNIVERISTY POLICY STATEMENTS

- **ADEQUACY OF SOLUTION:** What is the problem to be addressed? Does the policy provide the best solution to the problem? Is there the potential for unintended consequences that might worsen rather than improve the situation?
- **ANTI-RACISM:** Does the policy or practice promote anti-racism and aid in dismantling policies and practices that promote racism and inequity?
- **COMPLIANCE:** Is the policy consistent with applicable federal or state laws, system policy, executive orders, and/or collective bargaining agreements?
- **QUALITY:** Does the policy set high standards for the performance of faculty, staff, students, and administrators? How might the policy be viewed by external constituencies, including the general public, public officials, colleagues at other institutions, accrediting agencies, etc.?
- **IMPACT ON STUDENT SUCCESS:** Does the policy support student success in terms of time to degree, high quality programs, and high quality instruction? Does it treat all students fairly and with respect?
- **CLARITY:** If a timeline or process is included, is the process clearly described? Does it specify, as appropriate, who, what, when, where, why, and how?
- **EFFICIENCY:** If a timeline or process is included, can the process be completed in an appropriate timeframe? Is it as efficient as possible, striking the balance between expediency and consultation?

- **INCLUSIVENESS:** Does the policy reflect the tradition of shared governance<sup>1</sup>? Has the policy been reviewed by appropriate constituencies, committees, staff, and/or administrators? Does it provide for appropriate consultation in terms of constituencies, committees, staff, and/or administrators, etc.?
- **ECONOMY:** Does the policy make effective use of university resources? Is it consistent with the goal of providing affordable education to students?

**<sup>1</sup>For a brief description of shared governance and criteria of effective shared governance, see "What Makes Shared Governance Work?" in the Fall 2005 issue of the Senate Forum (pages 25-27) by Senator Vince Buck and the 1966 Statement on Government of Colleges and University from the American Association of University Professors.**

**EFFECTIVE DATE: October 5, 2020**

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and ASD 14-142

Source: A.S. Executive Committee