

REVISIONS TO POLICY MANUAL – CHAPTERS 1, 2, 3, and 9

Action Requested: Waive first reading and approve revisions to Chapters, 1, 2, 3, and 9 of the Board of Regents Policy Manual as noted below.

Executive Summary: With changes in expectations of the Executive Director and creation of the Executive Management Team in the Board Office, numerous revisions are necessary in the Board of Regents Policy Manual. Additional changes are necessary due to the creation of and revisions in the Board's committees and the governance reports they now receive.

Revisions in Chapter 1 – BOARD OF REGENTS - include:

- Clarifying the reporting structure for the State Relations Officers
- Assigning governance reports to specific Board committees
- Updating the committees that report to the Council of Provosts
- Updating the listing of organizations on which members of the Board serve

Revisions in Chapter 2 – MEETINGS - include:

- Clarifying when the meetings of the Board may occur

Revisions in Chapter 3 – BOARD OFFICE - include:

- Clarifying the responsibilities of the Board Office
- Clarifying responsibilities of the Executive Director and responsibilities that may be delegated to members of the Executive Management Team

Revisions in Chapter 9 – PROPERTY AND FACILITIES - include:

- Allowing delegation of certain responsibilities in the Capital Improvements Procedures from the Executive Director to designated members of the Executive Management Team

Waiving the first reading will allow staff to implement Board requested changes immediately rather than in the fall.

The full text of the revisions will be included in the Board's exhibit book available at the Board meeting and will be available on the Board's website as attachments to this memorandum.