REGENTS' POLICY PART I – MISSION AND GENERAL PROVISIONS Chapter 01.03 – Policy and Regulation Manuals

P01.03.010. Policies and Regulations; Manuals.

- A. Policies adopted by the Board of Regents shall be as broad and flexible as possible, leaving the details of administration and implementation to be expressed in regulations of the university, to be promulgated by the president of the university. Adopted policies shall be maintained in the form of a Policy Manual and set out in a publication entitled Bylaws and Policy of the Board of Regents. Regulations shall be maintained in the form of a Manual of Regulations designed to easily cross-reference to the Policy Manual.
- B. Changes in the Policy Manual and Manual of Regulations shall become effective upon approval by the board or the president. The boards' executive officer shall update the university's website and enter each policy or regulation into the Policy Manual or the Manual of Regulations within five (5) working days of the adoption. The official copies of the Manual of Regulations and Policy Manual shall be presumed to reflect accurately the duly adopted and promulgated policies and regulations.
- C. The official copies of the Policy Manual and Manual of Regulations shall be maintained current by the president or the president's delegee. Complete official copies of the Policy Manual and the Manual of Regulations shall be available to the public on the university's website.

- 6. rearrange sections, combine sections or parts of sections with other sections or parts of sections, divide long sections into two or more sections, and rearrange the order of sections to conform to a logical arrangement of subject matter as may most generally be followed in the Policy Manual.
- B. The board's executive officer shall maintain a permanent record of all editorial changes made under (A.) of this section and annually make a written report to the board describing the changes made during the preceding year.

(02-21-25)

P01.03.020. Regulations.

A. The president shall promulgate regulations, and any amendments thereto, which are necessary or proper to implement or administer policies expressed in the Policy Manual.

Except as provided otherwise in regents' policy, the president shall seek review and comment by chancellors and by affected governance groups prior to the adoption or amendment of a regulation. However, the president may adopt editorial changes or changes required by law or administrative agency action prior to the completion of any such review. A review of such revisions shall be promptly initiated after adoption.

B. Regulations may also be promulgated as "emergency regulations" without reference to a policy expressed in the Policy Manual, and without any requirement for prior review, and comment as set forth in P01.03.020.A. above, if the president determines that there is an urgent need for the regulation.

Emergency regulations shall be brought to the board at the earliest opportunity at which the matter may be regularly considered. Emergency regulations not rejected by board action shall remain in effect. Emergency regulations rejected by board action shall expire at the end of the first working day after the adjournment of the board at which they are to be considered by the board.

C. The president may delegate authority by regulation.

(02-21-25)

P01.03.900. Construction of Words and Phrases; Use of "including".

- A. Words and phrases shall be construed according to the rules of grammar and according to their common and approved usage. Technical words and phrases and those which have acquired a peculiar and appropriate meaning, whether by definition in law or otherwise, shall be construed according to the peculiar and appropriate meaning.
- B. When the words "includes" or "including" are used in a policy, they shall be construed as though followed by the phrase "but not limited to."

(02-07-07; reviewed 09-30-24)

UNIVERSITY REGULATION PART I – MISSION AND GENERAL PROVISIONS Chapter 01.03 –

F. Once approved in accordance with R01.03.010.E., revised policies or regulations shall be forwarded to the Board of Regents' Executive Officer for promulgation into the policy and regulation manuals.

(05-14-24)