

COVER SHEET FOR POLICY RECOMMENDATIONS

1. TITLE OF DOCUMENT:
2. PROPOSED EFFECTIVE DATE:
3. SUMMARY OF PROPOSAL:

If appropriate, attach additional sheets. Include rationale for proposal, budgetary and other consequences of proposal, etc.

Current web page link (URL)

4. DRAFTING PROCESS:

PRESIDENT	VICE CHANCELLOR FOR
CHANCELLOR	HUMAN RESOURCES
GENERAL COUNSEL	GRADUATE SCHOOL
CONSTITUENCY BODY	OTHER

Attach any relevant documentation regarding the consultation.

5. SUBMISSION PROCESS:

NEW PROPOSAL:	Submit complete document in both hard copy and electronic form.
REVISION:	Submit section being revised. If revisions appear throughout, submit complete document. Strikeout passages being deleted [deleted] & underline passages being added [<u>underline</u>]. Submit in both hard copy & electronic form.

6. SUBMITTED BY:

DATE:

TITLE:

7. APPROVAL PROCESS:

Signature

Date

Executive Administrator:

SIUC Policies & Procedures:

General Counsel:

*Per General Counsel
Review:*

***Requires Presidential Approval
Does Not Require Presidential Approval***

Chancellor:

President: