



MEMORANDUM

TO: Sally Badoud, President, Staff Senate  
Nandish Dayal, President, SGA  
Wai Mok, President, Faculty Senate

FROM: Robert A. Altenkirch, President

RE: Draft Policy Website

DATE: March 8, 2015

As you know, we have been developing a compendium of university-wide policies ultimately for posting as a policy website on the UAH website. As part of that effort, a Policy on Policies was developed with input from the Faculty and Staff Senates and the Student Government Association. The Policy on Policies outlines a standard format for university-wide policies as well as a numbering system for cataloging policies by university division.

Existing policies were gathered over the course of the fall and early spring semesters, formatted according to the Policy on Policies, assigned a division, and numbered. In the formatting process, existing policies were simply converted to the Policy on Policies format without content changes, unless content changes were demanded, e.g., reference to policy, rule, law, etc. that had been revised, replaced, etc.

A draft policy website is posted on myUAH for your review. It is as up to date as was possible at the time of posting. There likely will be further updates in the future. The site contains a UAH Policies Log, which contains a list of all university-wide policies by division, individual policies by division, and a Policies for Review section.

The Policy on Policies also delineates a review process for developing and approving university-wide policies. Going forward, that process would be used to develop new or review existing policies for approval. There may be some policies whose review and possible revision began prior to the development and approval of the Policy on Policies. Those are noted on the Policies Log and will continue according to the review process under which the review was initiated.

Please have your respective organizations and constituents review the Policy Site for Review at myUAH and provide any comments or suggestions you might have. Ultimately there may be some policies that we don't want to, or should not, publicize. We will consult with Office of Counsel regarding this issue. If there are policies that we

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do not publicize but should be available to the UAH community, these would be posted on a policy website on myUAH.

Because the vast majority of the policies contained on the Policy Site for Review are existing university-wide policies that we are currently using, even those under a previously initiated review process, my suggestion would be to focus on the utility of the site, structure of the site, and identification of any policies that you might recommend be the first to be reviewed for possible revision. Of course suggestions regarding individual policies would be welcomed as well.

I would appreciate receiving your feedback by May 1.

Thanks in advance for your efforts. Please let us know if you have any questions.

c: Vice Presidents  
Ray Garner  
Office of Counsel