



NUMBER: 201

SUBJECT: AUTHORITY AND AMENDMENTS OF SECTION 100 THROUGH 900

EFFECTIVE DATE: AUGUST 15, 2005

EFFECTIVE DATE OF LAST REVISION: JANUARY 24, 2011

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201.1 — AUTHORITY AND AMENDMENTS OF SECTION 100 THROUGH SECTION 900

These policies are subordinate to State of Utah Statutes, Utah College of Applied Technology Board of Trustees, the Utah College of Applied Technology Policies, and the authority of the Campus Board of Directors and the Campus President. They supersede all previous College policies and procedures and take precedence over previously issued executive memoranda and other policy directives affecting the provisions of this document.

201.2 — POLICY FOR AMENDING SECTION 100 THROUGH SECTION 900

201.2.1 — Proposal Process

Proposals for amendments to Sections 100 through 900 are to be submitted in writing along with appropriate justification for the proposed changes to the Campus President or to the appropriate Vice President. Proposals for amendments may be submitted only by officially recognized councils, committees, administration, associate vice president for instruction, and department heads, which include both instructional and noninstructional department heads.

201.2.2 — Ratification by the Campus President

The Campus President or the appropriate Vice President will forward the proposed amendments to the Administrative Council with a recommendation for discussion and appropriate action.

201.2.3 — Ratification by the Administrative Council

The Administrative Council will consider the proposed amendments and, when approved administratively, forward the proposal to the Campus Board of Directors or will approve procedural changes for immediate implementation.

201.2.4 — Ratification by the Campus Board of Directors

The Campus Board of Directors will take action on the proposed amendments and, if approved, remand them to the Campus President for implementation.