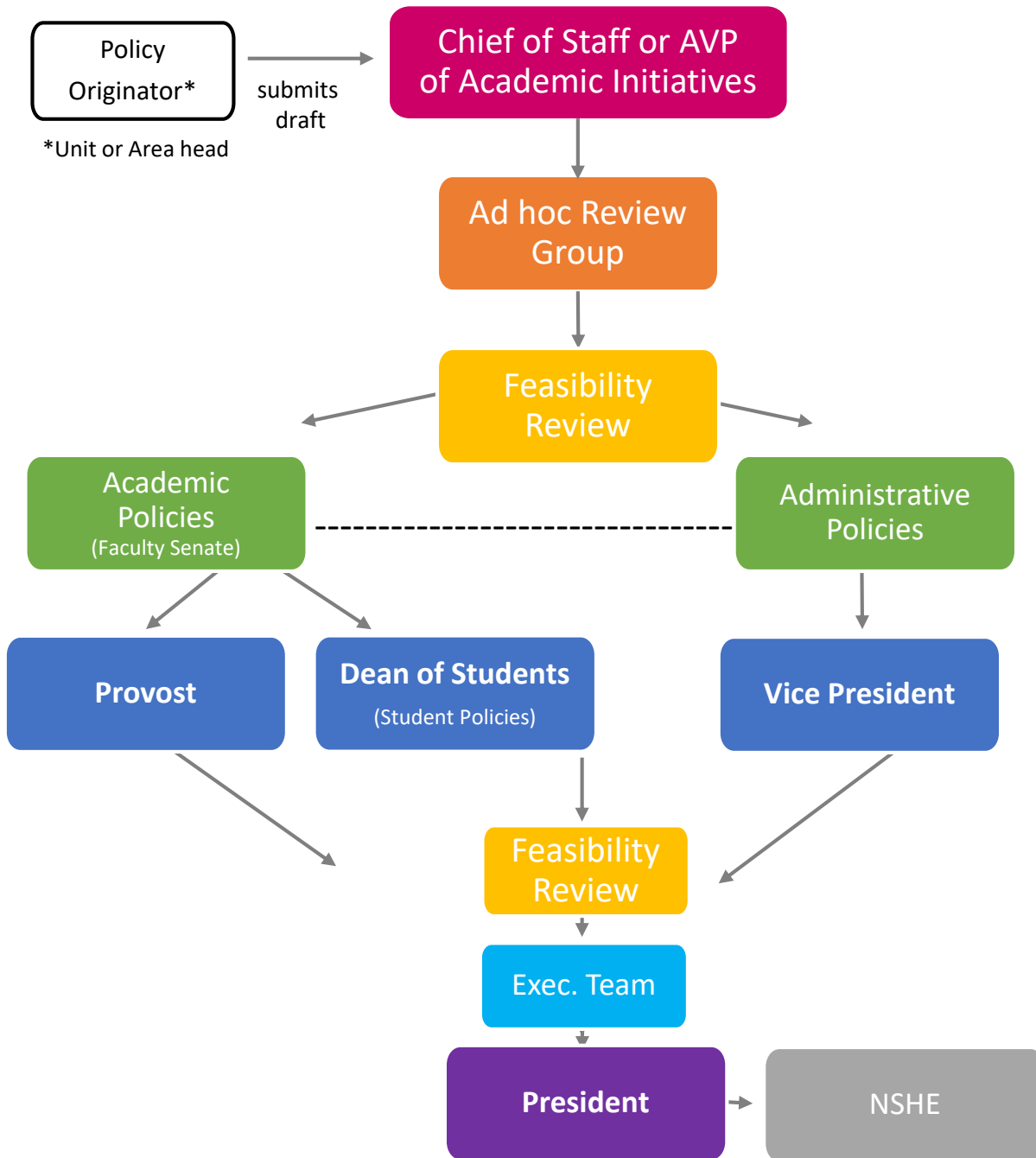


Flowchart for Nevada State College Policy Approval



- Chief of Staff or AVP of Academic Initiatives logs submission and reviews for completeness
- Can create an ad hoc review group to make recommendations
- Chief of Staff regularly reports policies under review to President, who is an Ex-Officio member on any ad hoc review groups

- Determines if proposed language is already part of a larger policy
- Reviews draft for completion and moves through the process
- Incomplete drafts or substantive edits returned to the Policy Originator

- General Counsel reviews language and checks compliance with NSHE policy and Nevada State College Bylaws
- Director of Finance and Business Operations reviews for budgetary impact (if relevant)

- Reviewed by Faculty Senate or Classified Employee Council
- If revisions requested → Policy Originator incorporates changes
- If recommended → Signed by the Faculty Senate Chair
- Sent to Policy Owner for review as needed

- If needed, repeat review process with updated language → General Counsel completes legal review → Executive Team Review
- Once completed → Signed by all parties and routed to President for review

- Approved → Signed by President and routed to Chief of Staff or AVP of Academic Initiatives for logging & posting to website or portal

- If relevant, policy goes to NSHE for review