



UTAH VALLEY UNIVERSITY Policies and Procedures

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|--|-------------------------------------|---|---|
| Proposed Policy Number and Title: 108 Contacting the Trustees or Regents (DELETION) | | | |
| Existing Policy Number and Title: 108 Contacting the Trustees or Regents | | | |
| Approval Process* | | | |
| <input checked="" type="checkbox"/> Regular | <input type="checkbox"/> Temporary | <input type="checkbox"/> Non-Substantive Change | <input type="checkbox"/> Compliance Change |
| <input type="checkbox"/> New | <input type="checkbox"/> New | <input type="checkbox"/> Revision–Limited-Scope | <input type="checkbox"/> Revision–Limited-Scope |
| <input type="checkbox"/> Revision | <input type="checkbox"/> Revision | | <input type="checkbox"/> Deletion |
| <input checked="" type="checkbox"/> Deletion | <input type="checkbox"/> Suspension | | |
| Anticipated Expiration Date (Temporary Policies): Click or tap to enter a date. | | | |

*See UVU Policy 101 *Policy Governing Policies* for process details.

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| Draft Number and Date: <u>DELETION, 2024</u> |
| President’s Council Sponsor: <u>Clark Collings</u> Ext. _____ |
| Policy Steward: <u>Jeremy Knee</u> Ext. _____ |

| POLICY APPROVAL PROCESS DATES | |
|--|--|
| <p>Policy Drafting and Revision Entrance Date: <u>02/22/2024</u></p> <p>University Entities Review Entrance Date: <u>02/22/2024</u> Close Feedback: <u>04/14/2024</u></p> <p>University Community Review Entrance Date: <u>04/11/2024</u> Open Feedback: <u>04/11/2024</u> Close Feedback: <u>04/19/2024</u></p> <p>Board of Trustees Review Entrance Date: <u>04/25/2024</u> Approval Date: _____</p> | <p style="text-align: center;">POST APPROVAL PROCESS</p> <p>Verify:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Policy Number <input type="checkbox"/> Section <input type="checkbox"/> Title <input type="checkbox"/> BOT approval <input type="checkbox"/> Approval date <input type="checkbox"/> Effective date <input type="checkbox"/> Proper format of Policy Manual posting <input type="checkbox"/> TOPS Pipeline and Archives update <p>Policy Office personnel who verified and posted this policy to the University Policy Manual Name: _____ Date posted and verified: _____</p> |



UTAH VALLEY UNIVERSITY

Policies and Procedures

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|---------------------------|---|-----------------------|-----------------|
| POLICY TITLE | Contacting the Trustees or Regents | Policy Number | 108 |
| Section | Governance, Organization, and General Information | Approval Date | August 13, 1998 |
| Subsection | Organization and Governance | Effective Date | August 13, 1998 |
| Responsible Office | Office of the President | | |

1.0 PURPOSE

2.0 REFERENCES

3.0 DEFINITIONS

4.0 POLICY

~~4.1 The referral of any matter to either the Board of Trustees or the Utah State Board of Regents for their consideration shall be arranged through the President of the University.~~

5.0 PROCEDURES

| POLICY HISTORY | | |
|-----------------------|--------------|--------------------|
| Date of Last Action | Action Taken | Authorizing Entity |
| | | |
| | | |



UTAH VALLEY UNIVERSITY
Policies and Procedures

POLICY APPROVAL PROCESS - STAGE 2
SUMMARY OF COMMENTS

| | |
|--|---|
| Policy Title: Contacting the Trustees or Regents (DELETION) | Policy Number: 108 |
| Sponsor: Clark Collings | Steward: Jeremy Knee |
| Presentation to: Stage 2 entities | Date Presented: March/April 2024 |

NOTE: Indicate with X whether the comment is editorial (grammar, punctuation, sentence structure, etc.) or is a substance comment (content, procedure, etc.).

| CAMPUS ENTITY | POLICY SECTION | Editorial Comment? | Substance Comment? | CONCERN | SPONSOR/STEWARD RESPONSE |
|----------------|----------------|--------------------|--------------------|--------------|--------------------------|
| AAC | | | | No comments. | |
| Faculty Senate | | | | No comments | |
| PACE | | | | No comments. | |
| UVUSA | | | | No comments | |

Policy Office

EXECUTIVE SUMMARY:

Policies 108 and 109

| | |
|------------------------------|--------------------------|
| Date: | February 13, 2024 |
| Sponsor: | Clark Collings |
| Steward(s): | Jeremy Knee |
| Policy Process: | Regular |
| Policy Action: | Deletion |
| Policy Office Editor: | Cara O'Sullivan |

Issues/Concerns (including fiscal, legal, and compliance impact):

These policies were originally put into effect in 1998 and 2006, respectively, and have since become no longer applicable to the university.

Policy 108 *Contacting the Trustees or Regents* contains one sentence and is unnecessary. Authorization to speak on behalf of the university is typically addressed in job descriptions or by specific delegation from an executive whose job includes speaking for the university. If necessary, this topic could be addressed more fully in Policy 161 *Freedom of Speech*.

Policy 109 *Contacting the Office of General Counsel and the Attorney General's Office*, contains basic guidelines on working with lawyers, which should exist (and does exist) on the OGC website rather than in official policy.

Suggested Changes: Because these policies are no longer relevant, these policies should be deleted from the Policy Manual.

Requested Approval from President's Council: Approval to enter Stage 1 for Deletion

Target Date for Stage 1 Draft to Enter Stage 2: 4/4/2023

Target Date for Board of Trustees Review:

