Referrals Flow Chart

INDIVIDUAL OR ORGANIZATION
Refers item to Senate for consideration

ACADEMIC SENATE OFFICE
Reviews and routes information to the Executive Committee. Tracks outcome.

EXECUTIVE COMMITTEE
Takes care of matter if possible or refers to appropriate committee for study or action.

May refer back to Executive Committee if unable to reach resolution.

POLICY COMMITTEE
Following deliberations, reports findings and makes policy recommendations to the Academic Senate. May refer issue to one of its **Operating Committees** or other appropriate subcommittee for study before reporting to the Senate.

OPERATING COMMITTEE studies matter and makes recommendations to its policy committee.

ACADEMIC SENATE
Policy, Senate Management Resolution, or Sense of the Senate Resolution read by Policy Committee Chair. One of three outcomes:

No vote taken. Referred back to committee

Or

Recommendation approved. Policy recommendations only are forwarded to President for final approval and signature.

Or

Recommendation not approved. No further action.

UNIVERSITY PRESIDENT

Recommendation signed, making it a policy of the University.

Recommendation not signed. President may request further discussion *or* not approve recommendation.