



## Board of Trustees Policy

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**POLICY NUMBER: BOT 101**

**POLICY NAME: Amendment of Board of Trustees Policies**

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<b>Effective Date:</b>	December 3, 1982
<b>Last Review Date:</b>	June 28, 2024
<b>Next Scheduled Review Date:</b>	June 2029

### I. POLICY STATEMENT

This policy aims to clarify the scope and process for amendments to Board of Trustee level policies. Board of Trustees' policies guide university level policy and procedures and support the goals and administrative functions of the university.

### II. RESPONSIBLE OFFICE

The Board of Trustees and the Office of the President are responsible for proposals to alter or revise board policies. The Office of the Secretary to the Board of Trustees maintains these policies.

### III. SCOPE

This policy applies to all board level policies that are adopted or amended by the Board of Trustees.

### IV. DEFINITIONS

None listed.

## **V. POLICY**

The Board of Trustees will, from time to time, adopt statements of policy expressing the position of the University on certain matters. The Board of Trustees reserves the right to change its policies as circumstances require.

The official copy of the board's policies, including effective amendments thereto, is maintained in the Office of the Secretary to the Board of Trustees. Board of Trustees Policy is amended by formal action of the board at a regular meeting or a special meeting.

## **IV. PROCEDURES**

Proposals for changes in Board of Trustees policies may come from a member of the Board of Trustees or from the Office of the President. Any proposed board policy revision, addition, or deletion shall be clearly identified as such.

## **VII. RELATED POLICIES AND INFORMATION**

Board of Trustees policy changes will be presented to the Committee on Academic Affairs and then provided to the board for a vote on the new or revised policy. The template for this can be found by contacting the Office of the Secretary to the Board of Trustees or online here:

[MSU BOT Policy Template-Final.docx](#)

## **VIII. HISTORY**

Enacted: December 3, 1982

Amended: June 28, 2024  
September 8, 2023

Retired Policy No. 01-01-01