

	<b>POLICY</b>	<b>Motion No.</b>	<b>EXEC 1009-2025</b>
	<b>Review of Board Policies</b>	<b>Effective Date</b>	<b>04/15/2025</b>
		<b>Responsible Department</b>	<b>Staff Senate</b>
		<b>Attorney Review / Date</b>	<b>N/A</b>

To ensure that all Board policies remain current, relevant, and effective, the Board of Trustees has implemented a systematic policy review process.

### Review Cycle

1. All approved Board policies shall be reviewed on a five-year cycle.
2. Approximately 20% of the policies will be reviewed each year to ensure comprehensive evaluation over the five-year period.

### Policy Review Process

1. The College President is responsible for compliance of this policy review process.
2. The College President or a designated Cabinet member will coordinate the review process using the established College governance processes.
3. Board policies will be reviewed and assessed to ensure the policy language:
  - a. Reflects current standards and practices at the institution.
  - b. Complies with federal and state laws, when applicable.
  - c. Meets accreditation requirements, when applicable.
  - d. Meets ethical standards set forth by the institution.
4. Recommendations for revisions or deletions of current policies will be presented to the Board of Trustees for approval.
5. Newly approved policies will be made available on the College's intranet with the policy updates communicated to all relevant stakeholders.

### Documentation

1. A list of all reviewed Board policies will be maintained in the President's Office.
2. A summary of the outcomes will be included in the Executive Committee Board meeting minutes once per fiscal year.

<b>Effective Date</b>	<b>Motion Number</b>	<b>Document Author</b>	<b>Description of Change</b>
04/15/2024	EXEC 1009-2025	Staff Senate	Initial Release