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**SUBJECT: INTERIM EMERGENCY APPROVAL PROCESS**

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**1.0 PURPOSE**

1.1. The interim emergency approval process is reserved for circumstances under which the President deems the Policy Proposal to be crucial and must be processed in a shorter time period than is possible through the regular approval process. Policy Proposals related to tenure and rank or conditions of employment may not be processed in the interim emergency approval process.

**2.0 POLICY**

2.1. Such Policy Proposals need not go through the regular approval processes described in Policy 101 – Policy Development and Review Policy. However, the representatives of affected groups should have a reasonable opportunity to review the Policy Proposal and must be consulted prior to the President approving a temporary emergency Policy Proposal and substantive feedback or concerns should be documented. Interim emergency policies go into effect immediately, but the Board of Trustees must have an opportunity to review the policy at the next possible Board of Trustees meeting.

2.2. Interim emergency policies remain in effect for a specified period of time not to exceed one year and cannot be renewed without going through the regular approval process. Such policies shall clearly be identified as interim policies with an expiration date posted on the policy. If a policy is suspended under the interim emergency policy process, the policy shall continue to be published but identified as suspended with an expiration date for the suspension.