

## Proposal for University Policy

Person(s) Sponsoring Policy:

Responsible Office:

Date:

- New Policy
- Policy Revision (Substantive Change)
- Rescinding Policy

Policy Title:

Describe the purpose/reason for the new/revised policy (for example, compliance with laws or regulations):

If this policy impacts existing policies, procedures, or forms at any of WU's colleges, identify them here (links to relevant existing policies are encouraged):

What University community members are subject to this policy (e.g., students, employees)::

How will stakeholders be given an opportunity for feedback:

Have you identified and communicated with other Deans and Leadership team members that will be substantially impacted by this policy?

Will there be a financial impact of the policy:

Indicate what will be needed to effectively implement the policy and who will provide it (e.g., procedure, FAQs, trainings):

How will compliance with the policy be monitored:

Name: \_\_\_\_\_

Signature: \_\_\_\_\_