

## **Texas Woman's University Regent Policy**

**Regent Policy Name: Regent Policy Development and Implementation**

**Regent Policy Number: Regent Policy: B.20200**

### **POLICY STATEMENT**

The Texas Woman's University ("TWU" or "University") Board of Regents ("Board") shall adopt official Regent Policies to establish the institutional direction for the University. The Board endorses all Regent Policies and University Regulations and Procedures ("URPs"). The Board expects the TWU Community to abide by all applicable Regent Policies and URPs, which will be administered fairly and consistently.

### **APPLICABILITY**

This policy is applicable to TWU Students, Employees, Guests, and University Affiliates.

### **DEFINITIONS**

1. "Employee" means any individual at TWU who is hired in a full-time, part-time, or temporary capacity in a faculty or staff position, or in a position where the individual is required to be a Student as a condition of employment.
2. "Guests" means any individual not affiliated with TWU.
3. "Regent Policy" means a governing policy of TWU approved by the Board of Regents, consistent with the TWU mission and charter. Regent Policies serve as directives for the TWU Administration.
4. "Student" means a person taking courses at TWU, a person who is not currently enrolled in courses but who has a continuing academic relationship with TWU, or a person who has been admitted or readmitted to TWU.
5. "TWU Administration" means the organizational structure of TWU that is overseen by the Chancellor and President and includes employees responsible for the management and coordination of programs and activities for TWU consistent with the mission, goals, priorities, and policies approved by the TWU Board of Regents.
6. "University Affiliate" means any individual associated with TWU in a capacity other than as a Student or Employee who has access to TWU

resources through a contractual arrangement or other association. This includes the following individuals:

- a. Contractors and Vendors: an individual, business, or governmental entity that has a fully executed contract to provide goods or services to TWU. This includes employees of contractors or vendors and independent contractors.
  - b. Employee of a Governmental Agency: an individual employed by a federal or Texas state agency.
  - c. Employee of a TWU-Affiliated Institution: an individual who works for organizations that are tightly aligned with the University.
  - d. Pre-Employment Individual: an individual who will be hired by the University and the hiring department has sponsored their access to TWU resources.
  - e. Other University Affiliate: any individual who does not fit into any other category and needs access to TWU resources.
7. “University Regulation and Procedure (‘URP’)” means the written support of the Regent Policy directive. URPs provide clear guidance for how a Regent Policy is to be implemented by the TWU Administration. A URP may convey specific action steps in a sequence and identify who is responsible for performing each step. Each URP should relate to a corresponding Regent Policy.

## **POLICY**

### **I. Regent Policies**

Section 1. Foundation for University Regulations and Procedures. Regent Policies guide the University by incorporating the Board’s philosophies, expectations, and priorities. Regent Policies create administrative structures, set priorities, delegate authority, assign responsibility, ensure accountability, and define reporting requirements. Regent Policies should be concise, understandable, and contain minimal detail. Regent Policies are intended to provide the foundation for the development of efficient and transparent University Regulations and Procedures. Regent Policies are intended to be enduring rather than responses to a particular issue.

Section 2. Laws and Regulations. Regent Policies are written to align with applicable laws, regulations, and principles of accreditation. Regent Policies do not outline University Regulations and Procedures unless

appropriate in the context of the policy or mandated by law. The Chancellor and President (“Chancellor”) is responsible for the implementation of the policies adopted by the Board.

Section 3. Office of General Counsel Review. In order to ensure that all Regent Policies are consistent and comply with applicable laws and regulations, all Regent Policies considered for adoption or revision must be approved by the Office of General Counsel prior to adoption or revision by the Board.

Section 4. Adoption or Revision of a Regent Policy. Regent Policies may be adopted or revised by a majority of all members of the Board at any regular meeting or at any special meeting called for that purpose.

Section 5. Conflicts

5.1 In the event of a conflict between a federal or state law or regulation and a Regent Policy, the federal and state law or regulation will govern until the Regent Policy at issue is revised to bring it into compliance with the law or regulation at issue.

5.2 In the event of a conflict between a Regent Policy or a portion of a Regent Policy with a University Regulation and Procedure, the Regent Policy will govern.

5.3 In the event of a conflict between a Regent Policy or a portion of a Regent Policy with a University publication, the Regent Policy will govern.

5.4 In the event of a conflict between a University Regulation and Procedure or a portion of a University Regulation and Procedure with a University publication, the University Regulation and Procedure will govern.

## **II. University Regulations and Procedures – Policy Development and Implementation**

Adoption of Regulations and Procedures. TWU is committed to an effective policy development and implementation process. TWU shall adopt University Regulations and Procedures concerning policy development and implementation consistent with state and federal law.

### **REVIEW**

This policy will remain in effect and published until it is reviewed, updated, or archived. This policy is to be reviewed once every six years. Interim review may be required as a result of updates to federal and state law or regulations, or internal processes or procedures.

## **REFERENCES**

None

## **FORMS AND TOOLS**

None

**Adopted: November 10, 2016**

**Revised: November 11, 2022**