**Office of Policy and Efficiency (OPE) and Responsible Policy Offices (RPO)**

6-Month Policy Process Flowchart

- **Stakeholder Input**
- **Policy Cycle Kickoff Mtgs**
- **Prel. List of Policies Under Review (PUR)***
  - ① Stakeholder Input
  - VP Review
- **Initial Justification Sheet* **
  - ② Draft Policy *
  - ②④ Updated List of Policies Under Review (PUR)*
- **Gather Targeted & Other Stakeholder Input**
- **Draft Policy * **
  - ③ Gather Targeted & Other Stakeholder Input
  - Legal Counsel Review
- **Gather Targeted & Other Stakeholder Input**
- **External Vetting, Communications, and Outreach**
  - **[4 Months Out]**
  - **[3-4 Months Out]**
  - **[2-3 Months Out]**
  - **[2 Weeks Out]**
  - **[1 Month Out]**
- **Policy Rollout and Communications**
  - ⑧ Final Web Postings
  - OPE/RPO Status Mtgs
- **Policy Rollout and Communications**
  - YES
  - VP Update
  - Revised Draft Policy, If Applicable*
- **President / Chancellors Approval**
  - ⑦ YES
  - Final Draft Documents:* - Justifications - Draft Policies
  - ⑤ President and Chancellors Approval
  - ⑥ Policy Rollout
  - ⑧ Policy Rollout
  - ⑨ APSs Scheduled for Review or Other Reasons
  - ⑧ Policy Rollout
  - OPE/RPO Status Mtgs
- **Policy Maintenance & Periodic Review**
  - (2-6 Months)
  - (3-4 Years)
- **Research & Doc Prep**
- **External Vetting, Communications, and Outreach**

**Key Deadlines:**

- **July 1, 2015 - Policy Cycle**
  1. Post Preliminary List of PUR by 2/1
  2. Post Initial Justifications and Drafts by 3/1
  3. Post Updated List of PUR by 3/1
  4. Post all Draft Policies by 4/1
  5. Post Final Draft Documents by 4/23
  6. Send Policy Notebooks to Chancellors 5/21
  7. President and Chancellors Approval 6/4
  8. Policy Rollout 7/1

* Denotes items posted to the OPE Webpage.
** Including Faculty and Staff Councils, OPE Policy Network, Key Campus Contacts, OPE Distribution List, and OPE Webpage.