

**SUBMISSION FORM FOR AMENDMENTS TO THE
U.T.PERMIAN BASIN
HANDBOOK OF OPERATING PROCEDURES**

Submitted by: _

Date:

New Policy _____

Revision _____

Section Name:

- I. Faculty Issues**
- II. General Academic Policies**
- III. Personnel**
- IV. Staff Policies**
- V. Student Life and Activities**
- VI. Administrative Policies**

Submitted to HOP Committee _____

Reviewed by HOP Committee _

Review by stakeholders: _____

APPROVED BY HOP COMMITTEE:

- ___ **President**
- ___ **Provost and VPAA**
- ___ **VP Business Affairs**
- ___ **VP Student Services**
- ___ **Faculty Senate Chair**
- ___ **Staff Advisory Council Chair**
- ___ **Student Senate President (if applicable)**
- ___ **HOP Policy Coordinator**

Submitted to EVC and Office of General Counsel UT SYSTEM: _____

APPROVED BY UT SYSTEM: _____