M E M O R A N D U M

TO: Faculty and Staff

FROM: Robert A. Altenkirch

RE: Policy Website

DATE: August 28, 2015

While we have had a number of policies in place across all divisions of the university for many years, it was somewhat difficult to access them. Policies were archived in many different locations, often written in memo form, and not readily available.

Last fall we began to develop a compendium of existing university policies. As existing policies were being collected, input was solicited from the Faculty Senate, the Staff Senate, and the Student Government Association on development of a Policy on Policies, the purpose of which is to standardize UAH policies and establish policies and procedures for the creation, formatting, review and approval process, implementation, publication and renewal cycle of policies. A university Policy on Policies was approved in January.

Existing policies that were gathered over the course of the fall and early spring semesters were formatted according to the Policy on Policies, assigned a division, and numbered. In the formatting process, existing policies were simply converted to the Policy on Policies format without content changes, unless content changes were demanded, e.g., reference to policy, rule, law, etc. that had been revised, replaced, etc.

A draft policy website that contained all policies that were determined to be in effect was posted mid-spring semester on myUAH for review, and input solicited on the site from the Faculty Senate, Staff Senate, and the Student Government Association. Recently that site was converted to a public website that can be found at www.uah.edu/policies through a link on the UAH website under http://www.uah.edu/about.

Draft Policies for review and Interim Policies as well, put in place per the Policy on Policies, will be posted periodically on myUAH under the section entitled "Draft and Interim Policies for Review." Generally Interim Policies are put in place due to a requirement imposed by law, changes in law, accreditation, etc. and are in place for a limited time while under review according to the Policy on Policies.

I hope you will find the policy website useful. There is a search feature on the site that returns a result listing the policies with a title that contains what was entered to be searched. The search feature will be enhanced over time such that keywords entered to be searched will return a result even if the keyword does not appear in a policy title.

Thanks.

Bob