Routing new or revised TAMU Rules\(^1\)

1. Responsible office develops or revises Rule
   \[\downarrow\]
2. Office of Risk, Ethics and Compliance (OREC) coordinates the Rule review and routing process
   \[\downarrow\]
3. Rule Team, Vice Presidents, and College Deans review and forward draft Rule to their University constituents for comments
   \[\downarrow\]
4. OREC sends comments to the responsible office for review
   \[\downarrow\]
5. Responsible office considers comments and finalizes the draft Rule
   \[\downarrow\]
6. VP for responsible office recommends draft Rule be sent to System Policy Office
   \[\downarrow\]
7. Draft Rule is sent to Office of General Counsel, through the System Policy Office, for a review of legal sufficiency\(^*\)
   \[\downarrow\]
8. OREC receives suggested changes from the Policy Office, sends them to the responsible office and VP for review and consideration to work through issues until each party agrees with the final draft
   \[\downarrow\]
9. OREC returns draft Rule to Policy Office for signature by Chief Legal Officer and for final approval and signature of Chancellor
   \[\downarrow\]
10. OREC posts to Rules website and distributes to TAMU through Rulelistserv, Rule Team, Vice Presidents, and College Deans

* If substantive changes occur during the review process, the draft may need to reroute through the entire review process.

\(^1\) TAMU includes branch campuses TAMUG and TAMUQ, and all other TAMU locations.
Routing new or revised Standard Administrative Procedures (SAPs)\(^2\)

- Responsible office develops or revises SAP content
- Office of Risk, Ethics and Compliance (OREC) coordinates the SAP review and routing process
- OREC forwards an informational copy to the Rule Team, Vice Presidents and College Deans (with opportunity to comment)
- OREC forwards the draft to the Provost or VP with oversight of responsible office for approval*
- OREC posts to rules website and distributes to TAMU community through Ruleslistserv, Rule Team, VP Team, and College Deans

*No System review required

\(^2\)TAMU includes branch campuses TAMUG and TAMUQ, and all other TAMU locations.
Routing new or revised draft System Policies and Regulations

Office of Risk, Ethics, & Compliance (OREC) receives new or revised draft of System policy or regulation and review for impact on the University*

OREC forwards the draft to the Rule Team, Vice Presidents, and College Deans for review and distribution

Recipients review and forward draft to their University constituents for comments or questions

Comments are forwarded to OREC

OREC sends comments to the Chief Compliance Officer and Provost Office for review

OREC forwards University responses to the System Policy Office for consideration

*Members are given a deadline to return comments.