



- a. Annually, the Chair of the Bylaws/Policies Committee designates committee members the responsibility to review and revise General, Undergraduate and Graduate Policies in need of review, approval and posting.
- b. Dean's Council is designated to review, revise and post all administrative policies.
- c. The Bylaws/Policies Committee reviews all drafts of policies to assure consistency with policies of the University of Pittsburgh and Schools of Health Sciences at the University of Pittsburgh.
- d. The Bylaws/Policies Committee determines a course of action that assures input into any policy from Departments, Students Affairs and Alumni Relations, Program Councils and/or the Dean's Council, as appropriate
- e. The Chair of the Bylaws/Policies Committee submits revisions of current policies or new policies to the Dean's office for vote at Total Faculty Organization (TFO).
- f. The Dean's Office places policies on the TFO agenda for discussion and vote. The policies are presented to the faculty by the Chair of the Bylaws/Policies Committee.
- g. If approved at TFO, the Chair sends the policy to the Bylaws/Policy Committee administrative support staff person who makes final modifications to the policy and returns the policy to the Chair of the Bylaws/Policy Committee for final review and forwarding to the Dean for final review and posting.
- h. School of Nursing Policies, sent from the Dean's office, are posted on the School of Nursing website

Reviewed by Dean's Council: 08-09

Revised by Dean's Council: 12/17