

**MONTANA BOARD OF REGENTS OF HIGHER EDUCATION**  
**Policy and Procedures**

SUBJECT: GOVERNANCE AND ORGANIZATION

Policy 203.3.3 – Board of Regents Policy and Procedures [\(new\)](#) (existing) ~~(removed)~~

**Effective: November 18, 1999; Issued: December 10, 1999**

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**I. Board policy:**

A. The Montana university system (MUS) Policy and Procedures Manual is a compilation of board actions which are of general and continuing applicability and which establish standards of conduct or describe system organization or procedures. Items approved by the board which are not of a type to warrant inclusion in the policy manual are nevertheless valid for the purpose for which they were enacted and for the period of time necessary to accomplish the purpose of the enactment.

B. The following definitions shall apply within this manual unless the context of the policy clearly indicates a different meaning is intended:

1. Unit: "Unit" means either Montana State University or the University of Montana as a whole, encompassing each of the respective universities constituent campuses and affiliated entities.
2. Campus: "Campus" means one of the campuses of a unit. A campus may be headed by a president, a chancellor, or a dean.
3. Institution: "Institution" is a broader term than either unit or campus, and it includes, for example, units and their campuses, community colleges and, possibly, private schools, tribal colleges and other public universities.

C. Authority is delegated to the commissioner of higher education or his or her designee to edit existing policy which does not result in any substantive revision of the edited policy. Such editing includes changing the numbering and placement of policies, as well as changes in capitalization, punctuation and syntax. The commissioner or his or her designee may also add and delete annotations and explanatory material.

D. When the words "he" or "she" or "his" or "her" are used in this manual they are intended to refer to either gender unless the context indicates an intent to be gender specific.

E. [The Commissioner of Higher Education will review board policy at least once every three years and report to the board's governing committees any recommended updates or changes. The committee shall determine if the recommended changes should be presented to the full board for consideration. This section establishes a regular review of board policy but does not preclude changes to board policy that are identified outside of this review process. System legal counsel will review institutional policies at least once every three years. ~~Areas where policy seems to be lacking should be noted and brought to the attention of the board by the commissioner.~~](#)

History:

Item 11-901-R1275, December 15, 1975, as amended June 7, 1976; board resolution, October 29, 1976; memorandum from commissioner Pettit to director of planning, November 8, 1976; Item 104-103-R0999 approved November 18, 1999.