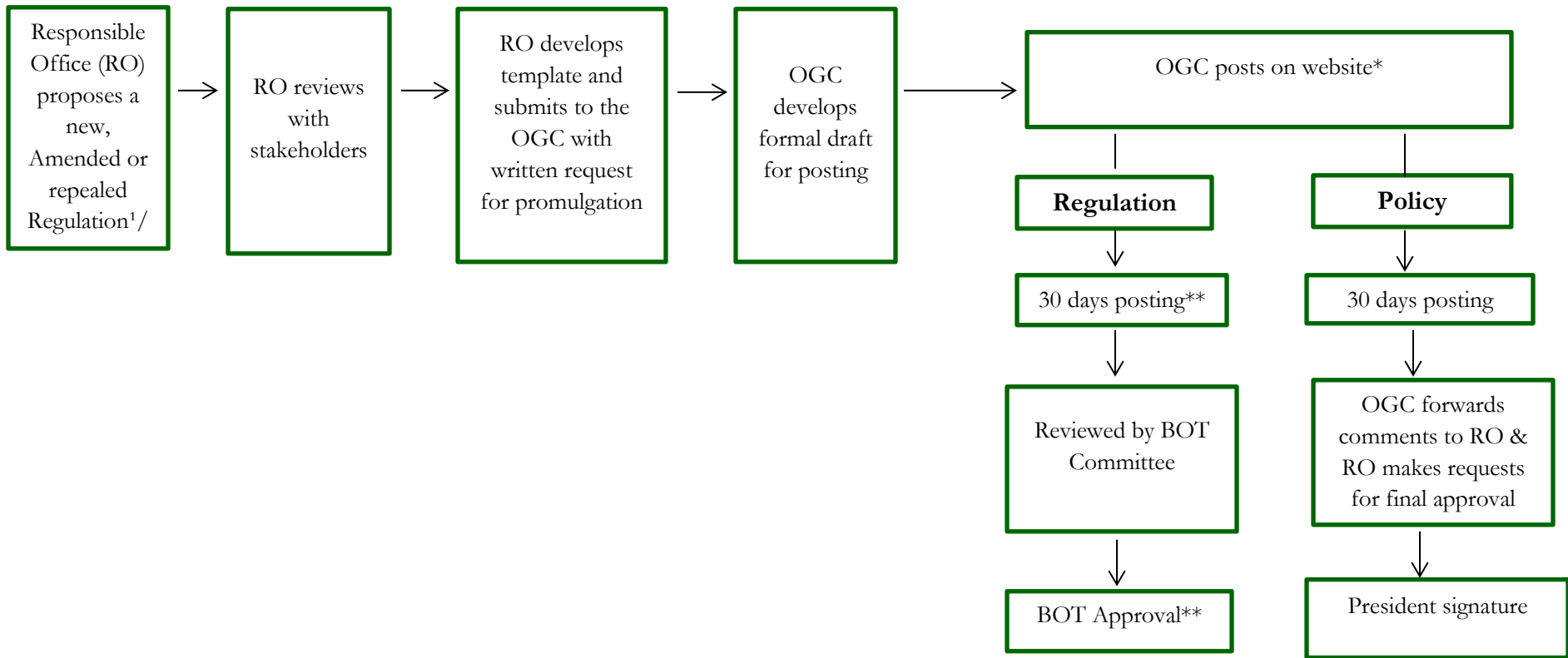# FLOWCHART TO ILLUSTRATE
REGULATION & POLICY DEVELOPMENT PROCEDURE
(Note: This is abbreviated for illustration purposes. Please refer to Policy 0-001 Regulation and Policy Development for general Authority.)

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┌──────────────┐    ┌──────────────┐    ┌──────────────┐    ┌──────────────┐    ┌──────────────────────────┐
│ Responsible  │    │              │    │ RO develops  │    │     OGC      │    │  OGC posts on website*   │
│ Office (RO)  │    │  RO reviews  │    │ template and │    │   develops   │    │                          │
│ proposes a   │ →  │     with     │ →  │ submits to the│ → │ formal draft │ → │                          │
│ new,         │    │ stakeholders │    │  OGC with    │    │ for posting  │    └──────────────────────────┘
│ Amended or   │    │              │    │ written request│  │              │           │              │
│ repealed     │    │              │    │ for promulgation│ │              │     ┌───────────┐  ┌──────────┐
│ Regulation¹/ │    │              │    │              │    │              │     │Regulation │  │  Policy  │
└──────────────┘    └──────────────┘    └──────────────┘    └──────────────┘     └───────────┘  └──────────┘
```

Regulation	Policy
30 days posting**	30 days posting
Reviewed by BOT Committee	OGC forwards comments to RO & RO makes requests for final approval
BOT Approval**	President signature

1. **Regulation:** As defined by the BOG Regulation Development Procedure. Regulations generally include statements of broad and general applicability to guide the conduct or action of the University and their constituents or the general public and require approval by the USF Board of Trustees and the Florida Board of Governors. Generally, guidelines are developed as Regulations because they deal with directives required by Florida Statute, BOG Regulation or other legally recognized entity with the authority to require the University to adopt specific subject matter guidelines. Only USF may adopt Regulations.

2. **Policy:** Statements with broad application to guide the conduct of the University or the individual Institutions within the University and their constituents and require approval by the President. Generally, guidelines are developed as Policies to assist with compliance, promote operational efficiencies and/or enhance the University's mission.

*OGC posts Regulations for at least 30 days prior to BOT action (this may be before or after BOT Committee review). Any comments must be submitted within 14 days of the initial posting date.

**Select Regulation: As required by the Board of Governors Regulation Development Procedure, Regulations require BOT action and are effective upon BOT vote with copies provided to the BOG. Select Regulations must be sent to the BOG for review and are not considered final until approved by the BOG or after 60 days without objection.