Policy Proposal & Impact Statement (PPIS)

New Policy / Revision / Elimination

Request to:

- ☐ Develop a new policy.
- ☐ Develop a new policy to replace an existing policy.
- ☑ Revisions to an existing policy.
- ☐ Eliminate an existing policy.

Existing Title and Policy number (if applicable): CWU 107-02 Protocol for Meetings

Policy(ies) replacing (If Applicable):

Submission information:

Date: 10/23/2025 Policy Writer's Name: Dania Cochran

Responsible Office / Unit: Secretary to the Board of Trustees

Responsible Policy Executive Dania Cochran

New Policy Title (If Applicable)

NA

Reason(s) for New Policy / Change to Policy / Elimination of Policy:

Updates include adding language detailing a new process regarding board sub-committee reports at the quarterly meetings, and explains how each sub-committee is connected to each division. This update would provide accurate current protocols and increase public visibility of trustees beyond the quarterly meeting.

Policy Statement (what does this policy do? Provide overview of content, major changes or impact)

This policy notifies the public on how quarterly meeting agendas are built, who is involved, and when proposals for tuition and fee increases are shared publicly. Updates to this policy includes adding language on sub-committees, who is on the committees, and when they give a report as part of the agenda.

Fiscal Impact (What resources are needed to implement this policy / Any cost savings?).

None

Equity Impact (What is the potential impact on the CWU community, particularly historical under-served and marginalized individuals or groups. If any impact on DEI, identify the equity impact and the plan to eliminate barriers and/or impact).

None

Routing Instructions:

Policy Writer – After completing form, please submit to Policy Executive.

Policy Executive – After reviewing, please submit to University Policy Administrator.

University Policy Administrator – Will review and present Policy Proposal & Impact Statement (PPIS) to Executive Leadership Team and President prior to any further action.

Policy Executive Approval:

Name Dania Cochran Signature  Date 10/23/2025

Return PPIS to University Policy Administrator

President Approval

☑ Approve Policy Proposal & Impact Statement Signature 

☐ Remand to Policy Writer Date 10/5/2025

☐ Reject PPIS – *(provide explanation)*

Notes or Explanation:

Submit to University Policy Administrator via email at thomas.pedersen2@cwu.edu