**ONE-PAGE SUMMARY OF CHANGES FOR POLICY#:**

**Name of Policy:**

**Submitted by: Name: Phone #:**

**Department:**

**Date:**

**Significant Changes Made:**

**Justification:**

**Those Involved in These Changes (please list all councils/committee to which this policy was submitted):**

**Has this policy been revised to include the OSU--System?**

**Does this policy need Board approval? If there is any question about this, please check with Legal Counsel.**

**Do any other policies need to be updated to reference this policy?**

**Plans to communicate this policy or changes when policy is approved:**