* Depends who is affected by the policy on who serves on sub-committee. Is returned to senate standing committee who votes and decides whether to send as seconded motion to Senate. Only senate standing committees can send seconded motions to senate. Sometimes a standing committee does not wish to support, policy changes must be moved, seconded at senate.

** Administrative Procedures Manual (APM) changes follow a slightly different approval avenue than the Faculty-Staff Handbook. APM does not go to sub-committee (rarely) but they are routed as FYI to senate who may request attendance by originator/sponsor to come answer questions. Changes/suggestions have been accepted, although APM does not require faculty/staff/student approval - they are considered administrative procedures.