

## AGENDA ITEM 11.a

### Review of **Board Policy No. 1340-Annual Report Policy, Board Policy No. 1350-Periodic Survey, and BP No. 1400-Financial Management**

#### RECOMMENDED DIRECTIVE

The Board of Regents hereby approves: **Board Policy No. 1340-Annual Report Policy, Board Policy No. 1350-Periodic Survey, and BP No. 1400-Financial Management** with amendments as described hereunder.

#### DISCUSSION

Policies and procedures provide continuity while allowing the institution to adapt to changing needs. In accordance with **Board Policy No. 1610 (Governance)** and **Board Policy No. 2001 (Policy on Policies)**, and following the **2022–2027 BOR Master Planning Calendar**, the Office of the President (OTP), in coordination with relevant offices at the College and standing committees, systematically reviews and evaluates policies and procedures related to Board of Regents (Chapter 1) to ensure their continued relevance and effectiveness.

On [March 10, 2026](#), the **Executive Committee (EC)** reviewed and endorsed the following policies, subsequently forwarding them to the Board of Regents for consideration and approval.

Policy	Amendments
Board Policy No. 1340-Annual Report Policy	<ul style="list-style-type: none"><li>• <i>Editorial and formatting changes.</i> Capapitalization of key nouns, e.g., Board, College and President, to align with institutional publication standards.</li><li>• <i>Structural Change.</i> The policy is reorganized from two paragraphs into three paragraphs to improve readability and logical flow <i>without changing</i> meaning.</li><li>• <i>Deletion.</i> Removal of the sentence: “See Appendix 11 for the most recent annual report.”</li></ul>
Board Policy No. 1350-Periodic Survey	<ul style="list-style-type: none"><li>• <i>Editorial and formatting changes.</i> Capapitalization of key nouns, e.g., Board, College and President, to align with institutional publication standards.</li><li>• <i>Structural Change.</i> The policy is reorganized from two paragraphs into three paragraphs to improve readability and logical flow <i>without changing</i> meaning.</li><li>• Removal of the phrase “<i>the quality of administration, quality of course instruction, the effectiveness of faculty,</i>” and replacement with “<i>institutional</i></li></ul>

	<p><i>administration, instructional quality, and faculty effectiveness, and such other matters.</i>” This revision maintains the original intent while improving clarity, consistency, and use of standardized terminology.</p> <ul style="list-style-type: none"> <li>• <i>Standardization of Acronyms.</i> Revised the use of acronyms to ensure consistency with the College’s publication standards, including spelling out full names upon first reference followed by the appropriate acronym, and using the acronyms consistently in subsequent references.</li> <li>• <i>Insertion of Footnote Reference.</i> Inserted a footnote immediately after “<i>long-range</i>” to provide clarification and/or reference to the College’s defined long-range plans (e.g., Integrated Educational Master Plan and Strategic Plan). This ensures proper attribution, and improves clarity for readers.</li> </ul>
<p>BP No. 1400-Financial Management</p>	<ul style="list-style-type: none"> <li>• <i>Editorial and formatting changes.</i> Capitalization of key nouns, e.g., Board, College and President, to align with institutional publication standards.</li> <li>• <i>Standardization of the Numbering Format.</i> 1), 2), 3), 4) to 1, 2, 3, 4, to align with the institutional publication standards.</li> <li>• <i>Revised Word.</i> <i>monies</i> to <i>funds</i> for clearer, more contemporary terminology.</li> <li>• <i>Deletion.</i> The phrase “<i>and be designed</i>” was removed from the sentence.</li> <li>• <i>Punctuation.</i> Semicolons (;) were introduced in the series instead of commas to clearly separate the multiple objectives of the financial systems</li> <li>• <i>Addition of Strategic Alignment Clause.</i> The clause “<i>and to support achievement of the College’s Integrated Educational Master and Strategic Plans</i>” was added to explicitly link the College’s financial and internal control systems to its broader institutional goals.</li> </ul>

**ACTION TAKEN VOTE**

- \_\_\_\_\_ Approved as presented
- \_\_\_\_\_ Approved with modifications
- \_\_\_\_\_ Disapproved
- \_\_\_\_\_ Deferred to a later meeting.

\_\_\_\_\_ Ayes \_\_\_\_\_ Nay \_\_\_\_\_ Abstain  
 Date \_\_\_\_\_