

Appendix E: ASUMH PROPOSAL FORM

1. Submitted to the	Committee on this date:
Estimated time needed to present proposal: five minutes ten minutes fifteen minutes	
2. Is this proposal a notification of change in an administrative process? Changes in administrative processes need not proceed through the shared governance.	
3. Please provide a detailed description of the proposed activity, policy, or practice.	
4. Does this proposal amend or abolish a current activity, policy, or practice? If so, please list current activity, policy, or practice.	
5. Will this proposal require budgetary expenditures? If so, please provide an estimated amount.	
6. Will this proposal require the formation of a work group to study and recommend regarding the proposal? If so, please attach a Work Group Committee Recommendation Form. Yes No	
7. Submitted to the SGOC by committee on this date:	
8. Faculty and Staff Senate and SGA amendments:	
9. Faculty and Staff Senates, SGA, and Committee review completed on this date:	
10. Submitted to Chancellor by SGOC on this date:	
11. Chancellor's approval, assignment, and comments:	
12. Proposed activity completed on this date:	