



2.4.

- 3.6. **“Policy”** means a statement that reflects the philosophies, attitudes, or values of an organization related to a specific issue. Checklists, procedures, standards, and guidelines all must implement, reflect, and support the applicable policy or policies.
- 3.7. **“President”** means the President of the University of Dallas.
- 3.8. **“Procedure”** means one or more sentences describing how to accomplish a task or reach a goal (i.e., directive statements). The specific actions generally should be followed as they are outlined. More explanatory text is usually involved.
- 3.9. **“Relevant constituencies”** means University officials, bodies, or committees that are likely to have a direct interest in the development of a specific policy being considered for development or revision.
- 3.10. **“Standards”** are statements dictating the state of affairs or action in particular circumstances. They typically establish a rule from a recognized authority outside the University.
- 3.11. **“University”** and **“the University”** mean the University of Dallas.
- 3.12. **“University policy”** means a policy that affects or applies to the personnel or operations of more than one operating group or department of the University.

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#### 4. RESPONSIBILITIES

Responsible Party	List of Responsibilities
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President	
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investigate  
in

resident or

tu