

SAN JOSE STATE UNIVERSITY

Academic Senate

(insert policy committee name)

(insert date the proposal is coming to the Senate on)

AS (Assigned by Senate Office)

Reading (First or Final Reading)

**Policy Recommendation:
Replaces _____ ,**

Rescinds ...-.., (Note – the original policy and all amendments must be rescinded)

Whereas:

Whereas:

Whereas:

Whereas:

Whereas:

Resolved:

- Approved: (date)
- Vote: (for-against-abstained)
- Present: (members present)
- Absent: (members absent)
- Financial Impact: (costs)
- Workload Impact: (workload impact if known)

(followed by new policy on clean page)

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(insert Policy Committee Name)

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Reading (First or Final Reading)

**Policy Recommendation:
Amends ...-..,**

Amends ...-.. as previously amended by ...-.. (note: all previous amendments should be listed, and a policy that already has 2 amendments needs to be rescinded and a new policy issued that incorporates all previous amendments into the new policy)

Whereas:

Whereas:

Resolved: That ...-.., be amended as follows:

Approved: (date)
Vote: (for-against-abstained)
Present: (members present)
Absent: (members absent)
Financial Impact: (costs)
Workload Impact: (workload impact if known)