1. Academic policies originate within the Academic Senate structure and are sent to the Senate Executive Board. Administrative policies originate through Divisional or cross-Divisional structures and are sent to the PPPC.

2. The Clearinghouse determines whether the proposed policy should be considered by the other body. The Clearinghouse also flags policies for meet and confer and sends them to appropriate union representatives.

3. Academic Senate and PPPC shape and recommend policy to the President.

4. Should different versions of a policy be passed by the Academic Senate and the PPPC, the two versions go to the Clearinghouse. The charge is to facilitate a compromise solution in consultation with appropriate and interested committees for people to take back to each body. (This process iterates until each body has agreed upon a common version of the policy.)

5. Policies passed by all appropriate bodies go to the President for approval.

6. Policies will use a common numbering system with a prefix. Academic Senate policies will have a unique prefix. All policies that go through the Clearinghouse facilitation process will be cross-listed.