

APPENDIX B

FISCAL NOTE FOR PROPOSED RULES

Rule Title: Change in the Organization of Colleges, Schools, Divisions, Departments or Other Administrative Units

Type of Rule: Legislative Interpretive Procedural

State College System
 Agency: Board of Directors Address 1018 Kan. Blvd., E.,
Charleston, WV 25301

| 1. Effect of Proposed Rule: | TOTAL | | FISCAL YEAR | | |
|-----------------------------|----------|----------|-------------|------|------------|
| | Increase | Decrease | Current | Next | Thereafter |
| Estimated Total Cost | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| Personal Services | 0 | 0 | 0 | 0 | 0 |
| Current Expense | 0 | 0 | 0 | 0 | 0 |
| Repairs and Alterations | 0 | 0 | 0 | 0 | 0 |
| Equipment | 0 | 0 | 0 | 0 | 0 |
| Other | 0 | 0 | 0 | 0 | 0 |

2. Explanation of above estimates:

N/A

3. Objectives of these rules:

N/A

4. Explanation of Overall Economic Impact of Proposed Rule.

A. Economic Impact on State Government.

N/A

B. Economic Impact on Political Subdivisions; Specific Industries; Specific groups of citizens.

N/A

C. Economic Impact on Citizens/Public at Large.

N/A

Date: May 7, 1992

Signature of Agency Head or Authorized Representative

J. W. Paine

**TITLE 131
PROCEDURAL RULE
STATE COLLEGE SYSTEM OF WEST VIRGINIA
BOARD OF DIRECTORS
SERIES 2**

Series 2 establishes the procedures to change administrative organization within an institution.

The revisions to the existing rule clarify the types of changes that require board approval and require the president to consult with institutional staff, faculty, and students before implementing or seeking approval of any change pursuant to this rule.

**TITLE 131
PROCEDURAL RULE
STATE COLLEGE SYSTEM OF WEST VIRGINIA
BOARD OF DIRECTORS
SERIES 2**

TITLE : **CHANGE in the ORGANIZATION of COLLEGES,
SCHOOLS, DIVISIONS, DEPARTMENTS or OTHER
ADMINISTRATIVE UNITS**

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TITLE 131
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SCHOOLS, DIVISIONS, DEPARTMENTS or OTHER
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SECTION 1. GENERAL

- 1.1 Scope - This rule establishes the procedures to change administrative organization within an institution.
- 1.2 Authority - West Virginia Code § 18B-1-6, 18B-1-8
- 1.3 Filing Date -
- 1.4 Effective Date -
- 1.5 Repeal of Former Rule - Repeals and replaces Series 2 effective January 12, 1971.

SECTION 2. POLICY

- 2.1 Approval by the State College System Board of Directors is required prior to implementation of the following changes in the organizational structure of any institution in the State College System:
- 2.1.1. Creating any new college, school, division, or department that provides instruction.
- 2.1.2. Renaming of any existing college, school, division, or department that provides instruction.
- 2.1.3. Creating any new administrative division or unit headed by an individual who reports directly to the president.

2.2 The president of each institution in the State College System shall provide written notification to the chancellor prior to discontinuing, combining, or reorganizing any existing college, school, division, department, center, institute, or other administrative unit or creating any new non-instructional administrative unit, other than those specified in Subsection 2.1.3.

2.3 The president shall consult with institutional staff, faculty, and students before implementing or seeking approval of any change pursuant to this rule.

~~Recognizing that each major change in the administrative organization or in the structure of colleges, schools, divisions, departments or other administrative units within universities and colleges has budgetary and program implications, the Board has enacted the following resolution:~~

~~2.1 RESOLVED, That the president of each state college and university shall submit to the Board of Regents a request with full justification for any proposed major change in the administrative organization of the institution or in the structure of its colleges, schools, divisions, departments or other administrative and academic units; and~~

~~2.2 BE IT FURTHER RESOLVED, That no such change shall be put into effect without the prior approval of the Board of Regents.~~