

**NEW COLLEGE OF FLORIDA
REGULATIONS MANUAL**

CHAPTER 1 - General Provisions and Executive Affairs

1-1003 Regulation Development Process

Regulations, other than emergency regulations, shall be adopted as follows.

- (1) Notice. Prior to the adoption, amendment or repeal of any regulation, except an emergency regulation, the BOT shall give notice of its intended action. This notice shall be given at least 30 days prior to any proposed BOT adoption or repeal of a regulation. Notice of a proposed regulation, amendment or repeal shall be placed on a clearly marked area on the NCF internet website, and shall include the following:
 - (a) Summary of the proposed regulation.
 - (b) The full text of the proposed regulation.
 - (c) Reference to the authority for the regulation.
 - (d) The NCF official initiating adoption of the regulation.
 - (e) The procedure for commenting upon the proposed regulation, with the name, electronic address, facsimile number, telephone number, and street address of the regulation contact person who will receive comments.
- (2) Comments. Any person may submit written comments concerning a proposed regulation to the contact person identified in the notice within fourteen (14) days after the date of notice on the NCF internet website. In response, the BOT may solicit additional written comments, schedule a public hearing, withdraw or modify the regulation, in whole or in part after notice, or proceed with adopting the regulation.
- (3) Adoption. The BOT is responsible for adopting regulations. Regulations, except select regulations, are adopted upon approval by the BOT. The BOT will provide the BOG all regulations adopted by the BOT.
- (4) Adoption of Select Regulations. Select regulations adopted by the BOT shall be provided to the BOG for review, and shall not become effective until the BOG has approved them.
- (5) Filing
 - (a) Place of Filing, Record and Effective Date. When adopted, the regulation shall be filed with the NCF Clerk and posted on the NCF internet website. When a regulation is filed, certification of compliance with this procedure shall be included, along with the record, including all notices, written comments, written summaries of hearings, and responses submitted pursuant to this regulation. The regulation shall become effective on the date of filing unless the regulation provides otherwise.
 - (b) Accessibility to Regulations. Regulations adopted by the BOT are accessible through the NCF internet website.

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- (6) Due Process. In implementing regulations that affect the rights of individuals, the BOT will honor established due process principles to ensure that applicable due process rights are afforded to affected individuals.
- (7) Monitoring Regulations. The BOT will monitor the effects of new regulations and periodically will review existing regulations to ensure they are current and consistent.

Authority: Article IX, Sec. 7, Fla. Constitution; Fla. Board of Governors Regulation 1.001; Fla. Board of Governors Regulation Development Procedure 03-23-06

History: Adopted 11-05-05; Revised and renumbered 06-29-10; Revised 09-11-10, 03-11-17 (technical amendment)