

Committee on Faculty Governance

Bates College Legislation Template

This document is meant as a guide for committees or individuals crafting and submitting legislation. Latitude may be taken with format and the information included, though the first four items should be included with all legislative proposals.

Title of Legislation:

Date of Submission:

Sponsor(s) (Committee or Individual):

Effective Date or Catalog of the Legislation, if Passed:

I. Summary of background (Maximum of 200 words)

II. Proposed Legislation (marked-up copy if legislation is modifying existing legislation)

III. Optional – clean copy of proposed legislation if marked-up version provided above

IV. Handbook (where should this be noted in the Faculty Handbook, if applicable)

IV. Implementation Notes

V. Supporting Data and/or Extended Rationale