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**Policy Title: ADMINISTRATIVE POLICY DISTRIBUTION AND MAINTENANCE**

The College President is authorized by the Mid-State Technical College District Board to establish and implement administrative policies and procedures. Such policies and procedures will comply with the provisions of Chapter 38 of the Wisconsin State Statutes, WTCS Board policies, and any and all other state and federal laws and regulations.

- The College President will establish and maintain an orderly plan of preserving and making accessible administrative policies to all students, staff, and interested citizens. The administrative policies will be available electronically on the College's external website.
- Staff may suggest development of new administrative policies or revisions of existing administrative policies through established administrative channels.

*Adopted: August 2011*

*Last Reviewed: July 2017*

*Last Revised:*