I. In general, the provisions found in the *Procedures & Guidelines Manual* are under the jurisdiction of the chancellor. Additions and revisions to the *Manual* are subject to review and approval by the Chancellor’s Cabinet and the chancellor, unless otherwise specified by Board policy or directive.

II. In preparing and codifying Board procedures, the chief executive officer to the Board of Regents is authorized to make the following non-substantive changes to all sections of the *Procedures & Guidelines Manual*:

a. Correcting changes to names of organizations, departments, units, committees, and position titles;

b. Correcting grammatical errors; and

c. Correcting obvious typographical errors.

The Chief of Staff to the Board of Regents shall maintain a record of any non-substantive changes that are completed.

(Added 11/07; A. 9/17)