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| **Form:** Policy Proposal  **Responsible Office:** Research Integrity | |
| **Effective Date of Current Version:** 08-Jul-2024 | **Author:** N. Coll |
| **Originally Issued:** 18-Nov-2018  **Revised:** 08-Jul-2024 |

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| **Submission Information** | | | |
| **Date:** |  | **Policy Sponsor’s Name:** |  |
| **Responsible Office(s):** |  | **Responsible Official(s):** |  |

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| **Background** |
| New policy  Major revision to an existing policy |
| What events or conditions established the need for this policy? |
| In one sentence: why is this policy necessary? |

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| **Policy Statement** |
| What is the university requirement that establishes the need for the policy? E.g. *“Creating this policy is required for Lehigh to comply with federal rules regarding malign foreign talent recruitment programs (MFTRPs) as defined in the CHIPS and Science Act of 2022.”* |
| Does this policy further the University’s commitment to a relevant principle? If yes, state the principle. |

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| **Reason for Policy** |
| What is the legal, regulatory, financial, operational, accreditation, technological, and/or social requirements this policy addresses? |
| What advantages will this policy bring to the university? |

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| **Overview of Policy Content** |
| What problem will this policy target? |
| How will this policy solve the problem? |
| Outline the general scope of this policy. E.g. what are the operational activities of the university that will be affected? |

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| **Impact on the University** |
| What resources (human, financial, physical, operational, technological, etc.) will be needed to implement and maintain compliance with this policy? |
| Will changes to changes to Lehigh’s culture and/or behaviors be necessary?  Yes  Describe:  No  I don’t know |
| What operational activities may be affected? |
| In order to operationalize this policy, will it be necessary to develop a separate, corresponding SOP (standard operating procedures) document?  Yes  No  I don’t know |

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| **Stakeholder** |
| List the individuals, departments, and/or functions affected by this policy. |
| List the individuals and/or departments that must provide subject matter expertise during the drafting of the policy. |
| List the appropriate standing advisory committee that will be included as a stakeholder(e.g. IRB, IACUC, CIRC, RESC of the Faculty Senate, GRC, Council of Deans, etc.). |

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| **Required Timeline** |
| What is the planned timing for policy implementation? |

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| **Communication Plan** |
| What is the communication plan, including format and audience, that ensures that the campus community is informed of the new or revised policy? |

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| **Other** |
| Is there any other pertinent information that is not already included above? |