Policies may be generated by any of the following processes:

1. The Coordinating Committee shall review proposed additions, revisions, or amendments to the Policy Manual before recommendation to the Board of Trustees. Responsibility may be assigned to the appropriate standing or ad hoc committee when external authorities direct the College to develop, revise, or amend policy (e.g., Florida Statutes, State Board of Community College Rules).

   All proposed additions, revisions, or amendments over which no standing committee has jurisdiction shall be submitted to the appropriate Vice President for consideration. Approved additions, revisions, or amendments shall be forwarded to the Coordinating Committee, who shall transmit them to the Faculty Senate Steering Committee and Classified Staff Steering Committee for comment prior to review by the Board.

2. Policies approved through the committee structure by standing committees and forwarded to the Coordinating Committee shall be submitted to the President. The Board of Trustees will consider recommendations made by the President.

3. If the President finds that an immediate danger to the public health, safety, or welfare requires emergency action, the President may develop any rule necessitated by the circumstances and necessary to protect the public interest, subject to the following provisions:

   a. The rule provides the procedural protection given by other statutes, the Florida Constitution, or the United States Constitution;

   b. The President takes only that action necessary to protect the public interest under the emergency rule;

   c. Such rule shall be ratified at the next meeting of the Board of Trustees.

   An emergency rule adopted under this subsection may not be effective for a period longer than ninety days and may be renewed upon recommendation of the President and approval of the Board of Trustees.