



Requesting a Review by the Commission

After the Secretary's Decision

Request for Review

The *president* of the proposing *or* objecting institution may ask the Commission to review the Secretary's decision.

- Request must be received within 10 calendar days of the Secretary's decision.
- A full rationale, including any relevant supporting data, must be submitted to the Secretary and Commission chairperson within 30 calendar days of the Secretary's decision.
- A rationale from the Secretary must be submitted to the Commission chairperson within 20 calendar days of notice of the request for review.

The Commission will hold a review meeting within 60 calendar days of the Secretary's decision.*

*With the consent of the Secretary and the president seeking review, the Commission chairperson may schedule the review meeting outside of the 60-day time period.

Conduct of the Review Meeting

Name and title of speaking individuals must be submitted no later than 3 working days before the Commission meeting.

When the proposing institution requests review:

- Secretary
- President of proposing institution
- If needed, Secretary's response
- If needed, proposing institution's response
- President of objecting institution (*10 mins*)

When the objecting institution requests review:

- Secretary
- President of objecting institution
- If needed, Secretary's response
- If needed, objecting institution's response
- President of proposing institution (*10 mins*)

Secretary has a total of 30 minutes

Requesting institution has a total of 30 minutes

Commission's Decision

Upon completion of the presentations, the Commission may adjourn to executive session as allowed by law to discuss the presentations and any relevant documentation submitted by the presenters.

After consideration, but not later than *10 working days* after the review meeting, the Commission shall send a final written decision to the president with a copy to all presenting institutions, segments, and the Secretary.

The decision of the Commission is final, and is not subject to reconsideration by the Commission or review by any administrative or judicial body.