

# Hierarchy of legal and policy requirements

The Standard Practice Guide applies to the whole institution, but every campus, school, college and department has unique needs and operations. Individual units may develop policies and procedures to suit their circumstances, provided they remain consistent with SPG requirements and external legal obligations. Below is a hierarchy of the different kinds of legal and policy requirements found at the university:

## Legal requirements

Laws and regulations (see [www.compliance.umich.edu](http://www.compliance.umich.edu)), contract and accreditation requirements

### University-wide policies and procedures

Apply to the entire institution, must stay consistent with legal requirements

#### **Bylaws of the Board of Regents**

Rules approved by the Regents that concern important matters of general university organization and policy, and delegate executive powers to the administration

#### **Standard Practice Guide**

University policies and procedures: read [about SPGs](#) for more information

#### **Other internal requirements that apply to the whole institution**

##### **University-wide policies (non-SPG)**

e.g. [Research policies](#)

##### **University-wide procedures**

e.g. [Human Resources procedures](#), Finance procedures (embedded in M-Pathways and Concur), Research administration procedures (embedded in [e-Research](#))

[Faculty handbook](#), [Staff handbook](#),  
[Statement of Student Rights and Responsibilities](#)

[Delegations of authority](#)

### Non-university-wide policies and procedures

Individual units may have policies and procedures that address their unique needs, provided they remain consistent with university-wide policies and procedures, and legal requirements

#### **Campus policies and procedures**

e.g. [U-M Health System policies](#),  
[UM-Dearborn policies](#) & UM-Flint policies

#### **School and college bulletins or handbooks**

Official rules, regulations and academic policies, usually published annually.  
Focus on student relationship with the university.

#### **Other school, college or institute policies and procedures**

##### **Departmental policies and procedures**

e.g. [Internal controls](#) procedures; [unit COI implementation policies](#)

*Check with your department to find out what specific policies apply to you*