



01.46.00 BEREAVEMENT NOTIFICATION

Division: **Board of Trustees**

Adopted: **05/2019**

Revised:

Reviewed: **01/2023**

The Office of the President will be advised within two business days of any bereavement notifications. The deceased individual(s) should be recognized during a moment of silence at the next regularly scheduled meeting of the Board of Trustees.

The campus will be notified of bereavement in accordance with Institutional Procedure 01.46.00.00 Bereavement Notifications for Employees and Institutional Procedure 01.46.00.01 Bereavement Notifications for Students.

Related Institutional Procedures:

01.46.00.00 Bereavement Notifications for Employees

01.46.00.01 Bereavement Notifications for Students