

## University Policy Committee – April 16, 2010

### Summary

**Present:** P. Rogers, C. Locklear, G. Vanderpool, J. Durham, J. Chinn, D. Payne, M. Walker, R. Newton, J. Toller, A. Bunch, J. Eastwood, Y. Newsome, P. Gemperline and R. Reaves (guest)

March 19, 2010 Minutes – approved

### Old Business

- Divisional/Implementation Updates
  - P. Rogers informed the group he is developing an inventory of the Executive Council Regulations; based on the delegation of authority, some of these regulations may be referred to the appropriate PRR Representative. This inventory will allow P. Rogers and the applicable PRR Representative to set transition priorities for 2010-11.
  - J. Durham informed the group he is working with Trustee Brinkley to reformat the BOT bylaws, which will likely be presented to the BOT in September.
  - M. Walker reminded the group the revision of the FM will continue through the summer and into the fall term.
  - The Gifts Affecting the Curriculum Regulation has been finalized, approved, and forward to the OUA for publication in the University Policy Manual (C. Locklear).
  - R. Newton informed the group of a committee tasked to review and transition the Business Manual to the University Policy Manual.
  - D. Payne discussed the expedited review process for those items adopted prior to 2010 that do not involve any substantive change during the transition.
- University Policy Manual Launch
  - Members of the committee requested a word version of the PRR Review Form be added to the website pending the development of the Sharepoint site.
  - We are waiting on one final demonstration by ITCS before we officially launch the online policy manual.

### New Business

- SACS Reaffirmation Presentation – Rita Reaves provided an overview for the group of how the work of the University Policy Committee aligns with the SACS policy statements and the reaffirmation process /timeline (see handout). Communication, training and identifying policy gaps are key considerations relative to the SACS standards. Rita will continue to communicate with the UPC as the process moves forward.
- Divisional Inventories – Motion made by G. Vanderpool (seconded by J. Durham) to develop divisional inventories, establish divisional priorities and timelines for the transition; the divisional inventories are due at the August UPC meeting. Motion Approved.
- Process for Review of Items Removed from the FM – P. Rogers reviewed the proposed process (see handout) and stated we would refine the process moving forward.
- Training and Awareness – A. Bunch discussed tentative training packet for division; the divisional goal is to use a top down, train the trainers approach. Once the packet is finalized, the division will share a copy.

Meeting adjourned.