**University Policy Committee**

**June 6, 2017**

**Mendenhall Student Center**

Welcome and Approval of Minutes

Chair Erin Eatman called the meeting to order. Members present included Chris Locklear, Bernie Schulz, Gary Vanderpool, Lee Workman, John Stiller, Paul Gemperline, and Kimrey Miko. Also present were Steve Serck and Hillary Lynn.

The minutes of the January 31, 2017 and April 20, 2017 meetings were approved by consent.

II. Old Business

* New policy process update and reminders

Ms. Eatman reminded the committee members that the May 1 start date of the new PRR process has passed, and the training that was scheduled took place.

The attorneys in the OUC have also been trained on the new process. During that training, the attorneys volunteered to work on several PRRs that are pending in SharePoint, so PRR shepherds may be hearing from one of them in the near future.

Hillary Lynn, new paralegal in the OUC, was introduced.

The committee was reminded that the new PRR process documents, including the wordier step-by-step document, flow chart and revised SOP, can be found in the Help section of the UPM website. Those documents were also included as attachment 2.

Ms. Eatman shared that there is a PRR almost ready to go into the new process, so the committee will be receiving a SharePoint prompt to begin your first review hopefully in a couple of weeks. The PRR is Cloud Computing Regulation. Shepherd is Wendy Creasey. Wendy formed a committee with IT Directors, Audit, Materials Management and developed this draft. They solicited feedback from the IRCC, campus-wise IT Governance and the newly formed Data Steward Committee. The PRR will also have a MOU/contract attachment for review. Once the OUC review is completed, the UPC review will begin.

The committee was reminded that the email from SharePoint will have a link that will take them to the documents for review. The committee will have two weeks to review.

The committee was reminded that each division should be reviewing 20% of their posted PRRs before the end of the calendar year.

III. New Business

There was no new business.

IV. Standing Items

A. Updates and new PRRs

Updates to the policy manual were shared in attachment 3.

B. PRR Proposals

PRR proposals were shared in attachment 4. PRR Rep Wiseman shared that the Mobile Computing regulation was being developed by Jack McCoy and others in ITCS.

B. UNC Policy Updates

Updates to the UNC Policy Manual were shared in attachment 5.

C. PRR Divisional Updates

There were no divisional updates.

V. Next Steps

Next meeting is July 25, 2017 in Mendenhall Student Center.

VI. Adjourn