**University Policy Committee**

**May 29, 2018**

**MSC 221**

Welcome and Approval of Minutes

Chair Erin Eatman called the meeting to order. Members present included Chris Stansbury, Kenneth Briley, Chris Locklear, Gary Vanderpool, Mike Hanley, John Stiller, Kitty Wetherington, Donna Payne, Jim Hopf and Wayne Poole (ex-officio). Hillary Lynn, Steve Serck, Brooks Person, and Jeff Popke were also present.

The minutes of the March 27, 2018 meeting were approved.

 Old Business

* Whistleblower PRR draft

E. Eatman shared a brief history of the draft Whistleblower PRR: a draft was started by Hiromi Sanders in REDE, then Ken Briley took over once he became the REDE PRR Rep. Ken is going to be working with Audit and HR on completing the draft so it can go through the PRR process. Paul Zigas with OUC will also be involved.

 New Business

* Discussion on potential PRR about attending classes

E. Eatman and John Stiller shared that there had been discussion on the need for a PRR about people who are not registered for classes attending classes, for example as a guest of a registered student. J. Stiller shared that the Admissions and Retentions Committee is going to undertake adding this to the Faculty Manual and advised that this is best handled that way versus in a PRR.

* Update of PRRs in review process

E. Eatman shared a spreadsheet containing all PRRs in the SharePoint site. She reviewed each PRR that was not “complete,” updating the committee on the status of and plan for each.

 Standing Items

* Updates and new PRRs

Updates to the policy manual were shared in attachment 2.

* PRR Proposals

The following PRR proposals were shared in attachment 3:

* + Animals on Campus(Stansbury) – Steve Serck reviewing for OUC per Donna Payne’s comments.
	+ University General Records Management (E. Eatman shared for PRR Shepherd Jan Lewis) – goal is to post by Aug. 1. K. Briley is interested in content. UPC members will receive for review soon.
	+ Definition of a Semester Credit Hour (Chris Locklear) – This PRR update was vetted as part of Faculty Senate Resolution 18-11, which has already been approved by the Chancellor. The plan is to post the update the last week of June.
	+ Identifying and Reporting Substantive Changes to SACSCOC (C. Locklear) – This PRR will replace to posted PRRs that cover substantive change. This will need to be posted by Fall Semester for SACS compliance. According to D. Payne, Meagan Kiser will review for OUC.
* UNC Policy Updates

There were no updates to share.

* PRR Divisional Updates

There were no divisional updates.

 Next Steps

Next meeting is July 31, 2018 in Mendenhall Student Center.

Adjourn