

**Office of the  
Vice President for Legal Affairs & Strategic Planning**



Browning Building Room 151  
Post Office Box 4628  
Clarksville, Tennessee 37044  
Phone: (931) 221-7572  
Fax: (931) 221-7569

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**TO:** Joe Weber  
Director of Library Services

**FROM:** Richard E. Jackson *RS*  
Vice President for Legal Affairs & Strategic Planning

**SUBJECT:** Policies for Library Posting

**DATE:** April 3, 2008

The President has recently approved the new or revised policies listed below. Copies of these policies are attached and should be inserted in the University Policy Binder that the library makes available for public review. The currently maintained copy of any policy listed below should be replaced with the copy attached hereto. Please let me know if you have any questions.

<b>Policy Number</b>	<b>Policy Title</b>	<b>Effective Date</b>	<b>New Policy</b>	<b>Revised Policy</b>
0001	Policy Preparation Guidelines	03/19/08		Revised
1008	Responsibilities During the Absence of the President	03/19/08		Revised
4015	Purchasing	03/19/08		Revised
5053	Discipline Procedures for Non-Faculty Employees	03/19/08		Revised
7005	Research and Scholarly Activity Incentive Award	03/26/08		Revised
7008	Time & Effort Reporting	03/19/08	New	

cc: Mitch Robinson

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**TO:** Joe Weber  
Director of Library Services

**FROM:** Richard E. Jackson *RS*  
Vice President for Legal Affairs & Strategic Planning

**SUBJECT:** Policies for Library Posting

**DATE:** April 7, 2008

The President has recently approved the new or revised policies listed below. Copies of these policies are attached and should be inserted in the University Policy Binder that the library makes available for public review. The currently maintained copy of any policy listed below should be replaced with the copy attached hereto. Please let me know if you have any questions.

<b>Policy Number</b>	<b>Policy Title</b>	<b>Effective Date</b>	<b>New Policy</b>	<b>Revised Policy</b>
1:010	Contracts and Agreements Requiring Presidential Approval	04/04/08		Revised
4:033	Connecting Network Extension Devices and Server Services to the campus and residence network	04/04/08		Revised

cc: Mitch Robinson

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**TO:** Joe Weber  
Director of Library Services

**FROM:** Richard E. Jackson *RS*  
Vice President for Legal Affairs & Strategic Planning

**SUBJECT:** Policies for Library Posting

**DATE:** June 18, 2008

The President has recently approved the new or revised policies listed below. Copies of these policies are attached and should be inserted in the University Policy Binder that the library makes available for public review. The currently maintained copy of any policy listed below should be replaced with the copy attached hereto. Please let me know if you have any questions.

<b>Policy Number</b>	<b>Policy Title</b>	<b>Effective Date</b>	<b>New Policy</b>	<b>Revised Policy</b>
4:018	Athletic and Other Student Group Travel	06/16/08		Revised
5:004	Employee Attendance during Inclement Weather/Natural Disasters	06/16/08		Revised
5:029	Chairs, Directors, and Coordinators	06/16/08		Revised

The President has approved the deletion of policy 3:030 Student Group Travel Policy: Relevant provisions now incorporated in 4:018 revised/approved on 06/16/08.

cc: Mitch Robinson  
Gina Garber  
Robert Hensley

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**TO:** Joe Weber  
Director of Library Services

**FROM:** Richard E. Jackson *RS*  
Vice President for Legal Affairs & Strategic Planning

**SUBJECT:** Policies for Library Posting

**DATE:** June 23, 2008

The President has recently approved the new or revised policies listed below. Copies of these policies are attached and should be inserted in the University Policy Binder that the library makes available for public review. The currently maintained copy of any policy listed below should be replaced with the copy attached hereto. Please let me know if you have any questions.

Policy Number	Policy Title	Effective Date	New Policy	Revised Policy
2:017	Adoption of Textbooks and Ancillary Course Materials	06/19/08	X	

cc: Mitch Robinson  
Gina Garber  
Robert Hensley

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**TO:** Joe Weber  
Director of Library Services

**FROM:** Richard E. Jackson *RES*  
Vice President for Legal Affairs & Strategic Planning

**SUBJECT:** Policies for Library Posting

**DATE:** September 2, 2008

The President has recently approved the new or revised policies listed below. Copies of these policies are attached and should be inserted in the University Policy Binder that the library makes available for public review. The currently maintained copy of any policy listed below should be replaced with the copy attached hereto. Please let me know if you have any questions.

Policy Number	Policy Title	Effective Date	New Policy	Revised Policy
5:061	Policy on Academic Promotion	08/29/2008		X
2:010	Electronic Access to Student Records	09/02/2008		X
5:056	Conflict of Interest	09/02/2008		X

cc: Mitch Robinson  
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Robert Hensley

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**TO:** Joe Weber  
Director of Library Services

**FROM:** Richard E. Jackson *RS*  
Vice President for Legal Affairs & Strategic Planning

**SUBJECT:** Policies for Library Posting

**DATE:** October 7, 2008

The President has recently approved the revision or deletion of the policies listed below. Copies of the revised policies are attached and should be inserted in or removed from the University Policy Binder that the library makes available for public review. The currently maintained copy of any policy listed below should be replaced with the copy attached hereto. Any currently maintained copy of a policy listed below as deleted should be removed and noted as rescinded. Please let me know if you have any questions.

Policy Number	Policy Title	Effective Date	Deleted Policy	Revised Policy
3:017	Financial Aid Standards of Renewal and Retention	10/07/2008	X	
99:012	Assignment of University Facilities to Academic and Other Departments	10/07/2008	X	
5:021	Position Establishment	10/07/2008	X	
5:020	Employing Students Under CWSP and GCWP	10/07/2008	X	
5:057	Grievance Procedure for Persons w/Complaints Related to the Americans w/Disabilities Act	10/07/2008		X
5:060	Policy on Academic Tenure	10/07/2008		X

cc: Mitch Robinson  
Gina Garber  
Robert Hensley