

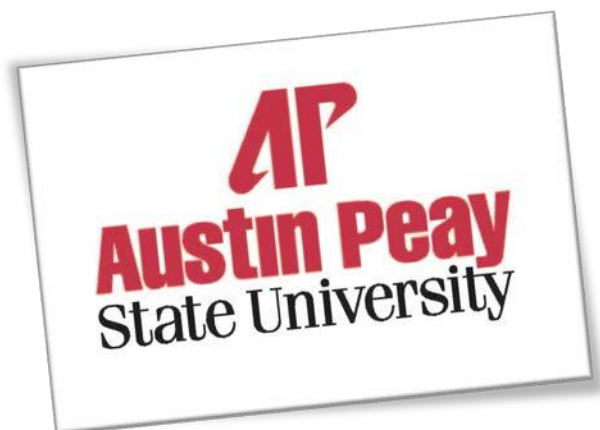
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**University Policy Committee Meeting**

**April 20, 2018 @ 1:00 p.m.**

**Browning Conference Room**

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### **Minutes**

**Attendees:** Mitch Robinson, Derek van der Merwe, Rex Gandy, Mickey Wadia, Stephen Dominy, Frank Burns, Jackie Struckmeyer, and McCartney Andrews

**Absent:** Sherryl Byrd

**1. Approval of minutes from the March 13, 2018 meeting**

Dominy made a motion to approve the university policy committee minutes from the March meeting; Wadia seconded the motion. The committee approved the minutes.

**Old Business – Second Reading:**

**2. Travel Policy 4:015**

Dominy motioned to approve the policy for second reading and to be sent to the President with changes noted. Van der Merwe seconded the motion.

Discussion:

Discussed major changes. Information was added about traveling abroad and in foreign country. Added information about airline seating due to airlines having different classes of seating. This change will allow for reimbursement of early bird check-in. Policy applies to travel international. If weather impacts your trip, it would be up to supervisor for your reimbursement.

On page 6, “The cost will be reimbursed...” delete “economy comfort or similar”.

Question about taxi rate and whether the tip is reimbursed. Foundation policy needs to mirror this policy with some exceptions.

Committee Vote:

The committee approved the policy for second reading and to be sent to the President for approval with changes noted.

**New Business – First Reading:**

**3. Disposal of Surplus Personal Property 4:019**

Discussion:

Discussed the changes to the policy.

**4. Operation of State-Owned and Rental Automobiles 4:022**

Discussion:

Discussed the changes to the policy.

Have Earlean send the email out about sending setting up MyProfile also need communication for accident insurance. Question about insurance and who cover the liability in an accident.

**5. Naming Rooms and Areas and Building Plaques 7:009**

Discussion:

Discussed the changes to the policy.

**6. Appeals and Appearances Before the Board 1:010**

Discussion:

Discussed the changes to the policy. Need to change from the Board to Board of Trustees.

**7. Board of Trustees Delegation of Authority 1:024**

Discussion:

Discussed the changes to the policy. Need to change from the Board to Board of Trustees.

Dominy made a motion to approve the five polices above for first reading and to be moved to second reading. Gandy seconded the motion.

The meeting was adjourned at 1:42 p.m.

## **Email Vote on April 25, 2018**

### **1. Appeals and Appearances Before the Board 1:010**

Discussion:

On page 3 of the policy, under F, number 4 needs to be reformatted.

Approve = 4

Decline = 0

Further Discussion = 0

The committee approved the policy for second reading and to be sent to the President for her approval with the changes noted above.

### **2. Board of Trustees Delegation of Authority 1:024**

Discussion:

On page 1, add “the following” to “The Board’s powers and duties are expressly stated in its Bylaws to include the following:”.

Approve = 4

Decline = 0

Further Discussion = 0

The committee approved the policy for second reading and to be sent to the President for her approval with the changes noted above.