

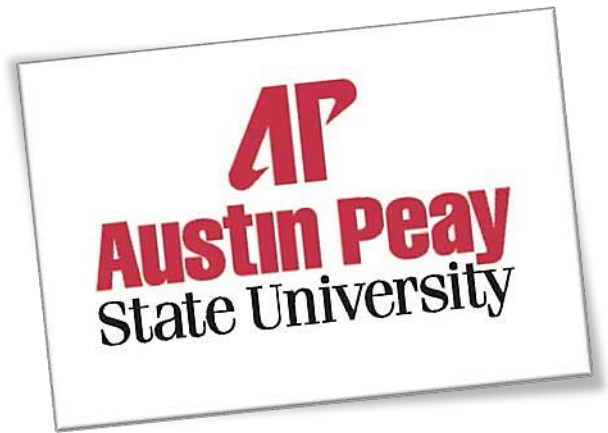
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## **University Policy Committee Meeting**

**October 3, 2023 @ 3:30 p.m.**

**Browning Conference Room**

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### **Minutes**

**Attendees:** Dannelle Whiteside, Maria Cronley, Leonard Clemons, Gerald Harrison, Shahrooz Roohparvar, Campbell Moore (SGA President), Jose Mendoza, Hannah Allen, and April Williams (Minutes)

**Absent:** Somaditya Banerjee, Kris Phillips, Gena Shire-Sgarlata

**Meeting called to order:** 3:31 pm

#### **Approval of minutes from the September 5<sup>th</sup> meeting:**

1. Cronley moved to approve the minutes from the September 5<sup>th</sup> meeting. Campbell seconded the motion. The motion passed unanimously.

#### **Old Business – Second Reading:**

2. 5:014 Outside Employment and Extra Compensation (revised)

Roohparvar moved to approve Policy 5:014 for the second reading and to move it to the President for approval. Cronley seconded the motion.

Discussion: None.

Vote: The motion to approve Policy 5:014 for the second reading and to move it to the President for approval passed unanimously.

3. 5:020 Leave Policies (revised)

Roohparvar moved to approve Policy 5:020 for the second reading and to move it to the President for approval. Cronley seconded the motion.

Discussion: Policy 5:020 was tabled for the second reading during the September 5<sup>th</sup> meeting to allow for public comment. The committee reviewed feedback received during the public comment period. Allen discussed revisions that aligned the policy with changes

made by the State, the addition of the new section on Family and Medical Leave, and an update to the definition of immediate family members as defined in the policy.

Vote: The motion to approve Policy 5:020 for the second reading and to move it to the President for approval passed unanimously.

4. 8:004 Athletic Eligibility (new)

Cronley moved to table Policy 8:004 for the second reading. Harrison seconded the motion.

Discussion: Whiteside discussed additional revisions that further clarify the procedures section of the proposed policy.

Vote: The motion to table Policy 8:004 for the second reading passed unanimously.

**New Business – First Reading:**

5. 4:007 Access to and Security of Facilities (revised)

Cronley moved to approve Policy 4:007 for the first reading and to move it to the second reading. Harrison seconded the motion.

Discussion: Roohparvar discussed revisions to the policy that clarify procedures for issuing keys, building, and room access. The revisions include clarifying that the President and Vice President for Finance and Administration will authorize the issuance of grand master keys. Building master keys will require authorization within the division of oversight by the Vice President.

Vote: The motion to approve Policy 4:007 for the first reading and to move it to the second reading passed unanimously.

6. 4:009 Accounts Receivable Collections (revised)

Cronley moved to approve Policy 4:009 for the first reading and to move it the second reading. Roohparvar seconded the motion.

Discussion: Roohparvar discussed a revision to the allowable threshold for enrollment when an outstanding obligation is \$200 or less. The proposed change would increase this amount from \$200 to \$500. The committee discussed increasing this amount to \$1000. The committee decided to table Policy 4:009 for the first reading to obtain data that would assist the committee in making an informed decision based on the number of students

potentially impacted by the current and proposed debt thresholds and the possible impact on student veterans.

Cronley withdrew the motion to approve Policy 4:009 for the first reading and to move it the second reading. Clemons moved to table Policy 4:009 for the first reading. Cronley seconded the motion.

Vote: The motion to table 4:009 for the first reading passed unanimously.

7. 4:010 Business Meals and Recognition Events (revised)

Cronley moved to approve Policy 4:010 for the first reading and to move it the second reading. Roohparvar seconded the motion.

Discussion: This policy underwent consideration as part of the mandatory 5-year review process. Roohparvar provided an overview of revisions that clarify payment procedures for business meals and recognition events.

Vote: The motion to approve Policy 4:010 for the first reading and to move it to the second reading passed unanimously.

**Adjourn:** 3:50 pm