
University Policy Committee Meeting 31.0

August 9, 2016 @ 2:00 p.m.

Browning Conference Room



Minutes

Attendees: Mitch Robinson, Sherryl Byrd, Derek van der Merwe, Rex Gandy, Tucker Brown, Ryan Millard, and McCartney Andrews (minutes)

Absent: Ryan Honea

31.1 – Approval of minutes from the July 12, 2016 meeting 30.0

Brown made a motion to approve the university policy committee minutes 30.0 from the July 12, 2016 meeting; Millard seconded the motion.

Committee approved the minutes by a unanimous vote.

New Business/ First Reading:

31.2 – Membership and Subscriptions 1:021 (previously 99:006)

Brown motioned to approve the policy on first reading. Gandy seconded the motion. Robinson opened the policy up for discussion.

Discussion:

Brown mentioned that individual member fees are normally paid by the faculty and not the University. However, Byrd does receive payment for her individual membership fees. Brown mentioned how the travel office currently does not reimburse for the membership fee. According to the policy on page 2, the fee can be paid if the appropriate VP approves it; however, Byrd would prefer it to be the supervisor. Policy states that the President is the only one to approve exceptions. New membership subscriptions do have to go the VPs. Questions from the committee to be addressed at next meeting:

- Is this policy a mirror of the most recent TBR policy?

- Does this have basis in state law?
- Does the President have to grant exceptions?
- Do we still have newspaper clippings?

Committee Vote:

Committee approved this policy for first reading with the intention of having questions answered at next meeting.

31.3 – Delegation of Authority for Approval and Execution of Contracts and Agreements 1:010

Brown motioned to approve the policy on first reading. Van der Merwe seconded the motion. Robinson opened the policy up for discussion.

Discussion:

The policy will remedy issues from when it was first put in place. There is no amount associated with the clinical affiliation contracts; therefore, contract specialist will sign. Millard asked about the deletion on page 3 in regards to whether it was redundant or located elsewhere. This section will be addressed in the purchasing policy. The policy will be sent out via email for second reading.

Committee Vote:

Committee approved this policy for first reading.

New Business/First Reading - Rescind:

31.4 – Student Athlete Drug Education Policy 3:023

Van der Merwe motioned to table the policy in order to talk to Ryan Ivey about the policy. Millard seconded the motion.

Discussion:

Van der Merwe felt the policy still needed to be University policy or at least make sure there is an internal policy in Athletics. Van der Merwe thought the policy was updated three years ago.

Committee vote:

Committee approved this policy to be tabled till next meeting.

Old Business/Second Reading:

31.5 – Foundation and University Private Scholarship Management Policy 3:029

Van der Merwe made a motion to approve policy for second reading and to be sent to the President. Gandy seconded the motion. Robinson opened the policies up for discussion.

Discussion:

None

Committee vote:

Committee approved this policy for second reading and to be sent to President White for approval.

31.6 – Travel Policy 4:016

Byrd made a motion to table the policy based on discussion below. Brown seconded the motion.

Discussion:

Byrd wondered about having the per diem rates in the policy due to the rates changing. Jackie will be asked if the per diem rates could be placed online and then take them out of the policy. The policy would contain a link to the per diem rates.

Committee vote:

The committee voted to table the policy until Jackie fixes the per diem rate.

Old Business/Second Reading - Rescind:

31.7 – Manuscript Preparation and Mailing 2:005

31.8 – Faculty Organizations 2:011

31.9 – Requests to Examine Dossiers 2:013

31.10 – Counseling Center Service Population 3:003

31.11 – Off-Campus Radio Stations Use of Facilities 3:009

31.12 – Off-Campus Speakers 3:015

31.13– Students Affairs Council Constitution 3:018

31.14 – Hepatitis Policy 3:026

31.15 – Immunization Policy 3:027

31.16– Law Enforcement and Security Personnel 4:004

31.17 – Athletic and Other Group Travel 4:018

31.18 – Cellular Telephones and Stipends 4:031

31.19 – Email 4:036

31.20 – Academic Restrictions for Instructional Personnel 5:008

31.21 – Administrative Interns 5:011

31.22 – Research Associates 5:014

31.23 – Clearance Procedures for Academic Personnel 5:016

31.24 – Clearance Procedures for Administrative/Professional and Classified Personnel 5:025

31.25 – Immigration Reform and Control Act of 1986 5:033

31.26 – Leave Records 5:041

31.27 – Display of Announcements 99:009

Gandy made a motion to approve all of the policies to be rescinded and sent to the President for approval. Van der Merwe seconded the motion. Robinson opened the policies up for discussion.

Discussion:

None

Committee vote:

Committee voted to rescind all of the policies and send to President White for approval.

Meeting adjourned at 2:36 p.m.