
University Policy Committee Meeting

March 13, 2018 @ 2:00 p.m.

Browning Conference Room



Minutes

Attendees: Mitch Robinson, Mickey Wadia, Stephen Dominy, Rex Gandy, Sheila Bryant, Frank Burns, Jackie Struckmeyer, and McCartney Andrews

Absent: Sherryl Byrd and Derek van der Merwe

1. Approval of minutes from the February 13, 2018 meeting

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

Old Business – Second Reading:

2. Misconduct, Discrimination, and Harassment Based on Sex (Including Pregnancy, Sexual Orientation, and Gender Identity/Expression) 6:001

Wadia motioned to approve the policy for second reading and to be sent to the President with changes noted below. Dominy seconded the motion.

Discussion:

Sheila presented information from OCR and discussed the appeal process that we have at APSU. We tried to stream line the process with the President being the person who receives the appeals on page 26. Based on OCR document, the President would have to receive training in trauma associated with sexual violence. If President does not want to receive annual training, then it would have to be a committee that would receive the appeal. The committee would have to receive the training annually. The committee would be comprised of faculty and staff. Wadia motioned to have a committee review the appeal instead of the president. Dominy seconded the motion.

Gandy discussed how the appeal process with a committee may not be appropriate from a legal standpoint. Legal needs to review with committee change. Wadia made an addendum to his motion

and would like for Legal to review the policy with the change before it goes to the President. Dominy seconded the motion.

On page 28, Education and Prevention Program, needs to say “the sexual assault prevention team” instead of “the sexual assault response team.”

Committee Vote:

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

3. Records Retention and Disposal of Records 4:017

Gandy motioned to approve the policy for second reading and to be sent to the President for approval with the changes noted below. Dominy seconded the motion.

Discussion:

On page 3, under records creation, what does “it” mean? The two sentences will be merged. SW-06 was discussed. Wadia asked about how the University knows to get rid of the records. The destroying of records was discussed. Add definition for SW – statewide.

Committee Vote:

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

4. Deposit and Investment of Funds 4:008

Gandy motioned to approve the policy for second reading and to be sent to the President for approval after TCA references are verified. Wadia seconded the motion.

Discussion:

Verify TCA references.

Committee Vote:

The committee approved the policy for second reading and to be sent to the President for approval after TCA references are verified.

New Business – First Reading:

5. Travel Policy 4:015

Dominy motioned to approve the policy for first reading and be moved to second reading with minor

changes. Gandy seconded the motion.

Discussion:

Jackie discussed the changes to the policy. Discussion about chartered aircraft, mainly athletics who does this. State department has issued four levels for travel as of January 2018. Should these levels be included in the policy? Level three and level four should be included in policy. Tim Hudson and Marissa Chandler know more about the State department level. On page 6, under Authorization of Travel, letter D, will be looking at section. Discussion about Fort Campbell reimbursement.

Committee Vote:

The committee approved the policy for first reading and moved to second reading.

6. APSU Sustainable Campus Fee 4:036

Dominy motioned to not approve the change to the policy and keep it as is pending further discussion. Gandy seconded the motion.

Discussion:

Discussion about change in procedures for carry forward. Robinson said he disagreed with change. If we are not spending the money, then why are we charging the fee? There needs to be procedures for the justification of the carry forward for the sustainable fee.

Committee Vote:

The committee approved to not approve the policy.

The meeting was adjourned at 2:59 p.m.