

Standing Committee Annual Report

Name of Committee or Council:

University Policy Committee

Chair

Mitch Robinson, Vice President for Finance
& Administration •

Meeting Dates in Current Year:

See below

Major Actions or Accomplishments: See below

2010-2011 Committee Members:

- Mitch Robinson, Vice President for Finance and Administration
- Richard Jackson, Vice President for Legal Affairs and Strategic Planning
- Tristan Denley, Provost and Vice President for Academic Affairs
- Sherry Byrd, Vice President for Student Affairs
- David Majors, Faculty Senate President
- Kenneth Kennedy, Student Government President
- Melony Shemberger, Staff Senate Representative

2010-2011 Meeting Dates:

- July 13, 2010
- October 12, 2010
- December 14, 2010
- January 25, 2011
- March 8, 2011
- April 12, 2011
- June 20, 2011

Policy Actions:

Revisions:

- 3:012 – Student Organizations
- 3:027 – Immunization Policy
- 3:034 – University Excused Absences for Students
- 4:004 – Law Enforcement and Security Personnel
- 4:008 – Cash Collections and Receipting
- 4:011 – Collection of Receivables
- 4:025 – Use and Care of University-Owned Automobiles
- 4:034 – The Protection of Personal Identifying Information (PII)
- 5:001 – Faculty and Staff Support for Educational Expenses
- 5:041 – Leave Records
- 99:022 – Smoking and Clean Air

Deletions:

- 3:010 – Student Health Services
- 3:011 – Student Emergency Medical Procedures

Additions:

- 2:018 – Development and Operation of Off-Campus International Educational Programs



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

TO: Timothy Hall
President
FROM: Veronica Jackson
Senior Administrative Assistant
SUBJECT: Policy Committee Recommendations
DATE: June 22, 2011

The Policy Committee has reviewed and deliberated upon the existing or proposed policies listed below. The committee's recommendations for your consideration are provided and copies are attached (with mark-up version where applicable).

Policy No.	Policy Title	Purpose of Recommended Action	Committee Recommendation	Substantive Dissent Expressed By
99:022	Smoking and Clean Air	Policy revisions provide a clear understanding of the smoking/non-smoking boundaries	Revision of policy recommended	One (1) Staff Senate (email attached)

Should you decide to accept the committee's recommendation to approve a new or revised policy, please sign and date the respective policy in the "Approved" section of the header. If you decide to modify the committee's recommendation regarding a particular policy, please feel free to indicate the changes required on the copy provided and return to my office, whereupon we will provide a conforming original for your execution.

Please indicate your decision to accept the committee's recommendation to rescind a particular policy by writing "Rescinded" along with your signature and the date of your decision on the copy provided and returning to my office for follow-up. Finally, please feel free to provide any questions, comments or instructions you care to submit to the committee to my office for distribution to the committee members.

cc: Mitch Robinson
Tristan Denley
Sherryl Byrd

Office of the
Vice President for Finance and Administration



Browning Building Room 115
Post Office Box 4635
Clarksville, Tennessee 37044
Phone: (931) 221-7883
Fax: (931) 221-6650

TO: Timothy Hall
President
FROM: Mitch Robinson
Vice President for Finance and Administration
SUBJECT: Policy Committee Recommendations
DATE: May 23, 2011

The Policy Committee has reviewed and deliberated upon the existing or proposed policies listed below. The committee's recommendations for your consideration are provided and copies are attached (with mark-up version where applicable).

Policy No.	Policy Title	Purpose of Recommended Action	Committee Recommendation	Substantive Dissent Expressed By
4:004	Law Enforcement And Security Personnel	Policy revision refers reader to TBR policies and guidelines	Revision of policy recommended	None
4:008	Cash Collections and Receipting	Policy revision refers reader to TBR policies and guidelines	Revision of policy recommended	None
4:011	Collection of Receivables	Policy revision refers reader to TBR policies and guidelines	Revision of policy recommended	None

The Policy Committee also received from the Academic Council the following academic policy proposal(s) and/or revision(s) to forward for your consideration.

Policy No.	Policy Title	Revision Purpose	Committee Recommendation
2:018	Development and Operation of Off-Campus International Educational Programs	New Policy	Academic Council approval of revision to existing policy recommended

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Please indicate your decision to accept the committee's recommendation to rescind a particular policy by writing "Rescinded" along with your signature and the date of your decision on the copy provided and returning to my office for

follow-up. Finally, please feel free to provide any questions, comments or instructions you care to submit to the committee to my office for distribution to the committee members.

cc: Tristan Denley
Sherryl Byrd

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

TO: Timothy Hall
President

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

SUBJECT: Policy Committee Recommendations

DATE: April 27, 2011

The Policy Committee has reviewed and deliberated upon the existing or proposed policies listed below. The committee's recommendations for your consideration are provided and copies are attached (with mark-up version where applicable).

Policy No.	Policy Title	Purpose of Recommended Action	Committee Recommendation	Substantive Dissent Expressed By
4:025	Use and Care of University-owned Automobiles	Policy revisions brings policy into conformity with TBR policy and lists procedures on the website	Revision of policy recommended	None

Should you decide to accept the committee's recommendation to approve a new or revised policy, please sign and date the respective policy in the "Approved" section of the header. If you decide to modify the committee's recommendation regarding a particular policy, please feel free to indicate the changes required on the copy provided and return to my office, whereupon we will provide a conforming original for your execution.

Please indicate your decision to accept the committee's recommendation to rescind a particular policy by writing "Rescinded" along with your signature and the date of your decision on the copy provided and returning to my office for follow-up. Finally, please feel free to provide any questions, comments or instructions you care to submit to the committee to my office for distribution to the committee members.

cc: Mitch Robinson
Tristan Denley
Sherryl Byrd

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

TO: Timothy Hall
President
FROM: Richard E. Jackson *RS*
Vice President for Legal Affairs & Strategic Planning
SUBJECT: Policy Committee Recommendations
DATE: March 9, 2011

The Policy Committee has reviewed and deliberated upon the existing or proposed policies listed below. The committee's recommendations for your consideration are provided and copies are attached (with mark-up version where applicable).

Policy No.	Policy Title	Purpose of Recommended Action	Committee Recommendation	Substantive Dissent Expressed By
3:011	Student Emergency Medical Procedures	More appropriate to list procedures on website	Deletion of policy recommended	None
3:012	Student Organizations	Policy revisions brings policy into conformity with TBR policy	Revision of policy recommended	None

Should you decide to accept the committee's recommendation to approve a new or revised policy, please sign and date the respective policy in the "Approved" section of the header. If you decide to modify the committee's recommendation regarding a particular policy, please feel free to indicate the changes required on the copy provided and return to my office, whereupon we will provide a conforming original for your execution.

Please indicate your decision to accept the committee's recommendation to rescind a particular policy by writing "Rescinded" along with your signature and the date of your decision on the copy provided and returning to my office for follow-up. Finally, please feel free to provide any questions, comments or instructions you care to submit to the committee to my office for distribution to the committee members.

cc: Mitch Robinson
Tristan Denley
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TO: Timothy Hall
President

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

SUBJECT: Policy Committee Recommendations

DATE: January 27, 2011

The Policy Committee has reviewed and deliberated upon the existing policy listed below. The committee's recommendation for your consideration is provided and a copy is attached (with mark-up version where applicable).

Policy No.	Policy Title	Purpose of Recommended Action	Committee Recommendation	Substantive Dissent Expressed By
4:034	The Protection of Personal Identifying Information (PII)	Policy revisions brings policy into conformity with TBR policy & APSUITOS	Revision of policy recommended	None

Should you decide to accept the committee's recommendation to approve a new or revised policy, please sign and date the respective policy in the "Approved" section of the header. If you decide to modify the committee's recommendation regarding a particular policy, please feel free to indicate the changes required on the copy provided and return to my office, whereupon we will provide a conforming original for your execution.

Please indicate your decision to accept the committee's recommendation to rescind a particular policy by writing "Rescinded" along with your signature and the date of your decision on the copy provided and returning to my office for follow-up. Finally, please feel free to provide any questions, comments or instructions you care to submit to the committee to my office for distribution to the committee members.

cc: Mitch Robinson
Tristan Denley

Office of the
Vice President for Legal Affairs & Strategic Planning



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Post Office Box 4628
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Phone: (931) 221-7572
Fax: (931) 221-7569

TO: Timothy Hall
President

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

SUBJECT: Policy Committee Recommendations

DATE: December 15, 2010

The Policy Committee has reviewed and deliberated upon the existing or proposed policies listed below. The committee's recommendations for your consideration are provided and copies are attached (with mark-up version where applicable).

Policy No.	Policy Title	Purpose of Recommended Action	Committee Recommendation	Substantive Dissent Expressed By
3:010	Student Health Services	Information online/it does not need to be a policy	Deletion of policy recommended	None
3:027	Immunization Policy	Outdated policy in need of updates	Revision of policy recommended	None
3:034	University Excused Absences for Students	Necessary title changes	Revision of policy recommended	None
5:001	Faculty and Staff Support for Educational Expenses	Majority of policy deleted/reader is directed to TBR Guideline P-130	Revision of policy recommended	None
5:041	Leave Records	Changes necessary for webtime-entry leave reporting	Revision of policy recommended	None

Should you decide to accept the committee's recommendation to approve a new or revised policy, please sign and date the respective policy in the "Approved" section of the header. If you decide to modify the committee's recommendation regarding a particular policy, please feel free to indicate the changes required on the copy provided and return to my office, whereupon we will provide a conforming original for your execution.

Please indicate your decision to accept the committee's recommendation to rescind a particular policy by writing "Rescinded" along with your signature and the date of your decision on the copy provided and returning to my office for follow-up. Finally, please feel free to provide any questions, comments or instructions you care to submit to the committee to my office for distribution to the committee members.

cc: Mitch Robinson
Tristan Denley