
University Policy Committee Meeting

April 12, 2022 @ 2:00 p.m.

Browning Conference Room



Minutes

Attendees: Mitch Robinson, Maria Cronley, Gregory Singleton, Kris Phillips, Dannelle Whiteside, Gerald Harrison, Jerica Swiger, Jane Semler, JaCenda Robinson (guest) and Lee Miller (minutes)

Absent: Kito Aruh

1. Approval of minutes from the March 8, 2022, meeting

Cronley motioned to approve the University policy minutes from the March 8 meeting; Phillips seconded the motion. The committee approved the minutes.

Old Business – Second Reading

2. 3:001 Student Rights and Freedoms (revised)

Singleton motioned to approve the policy for second reading and to move it to the President for his approval. Swiger seconded the motion.

Discussion:

None.

Committee Vote:

The committee approved the policy for second reading and to move to the President for his approval.

3. 5:036 Non-Faculty Promotions (revised)

Semler motioned to table the policy. Swiger seconded the motion.

Discussion:

The committee decided to table the policy in order for the Staff Senate to be able to take into consideration the proposed revisions. There was also a discussion on determining the appropriate amount of time an employee should be employed prior to being considered for a promotion.

Committee Vote:

The committee approved tabling the policy revision.

4. 5:026 Reclassification of Non-Faculty Personnel/New Position Requests (rescind)

Whiteside motioned to approve the policy for second reading and to move it to the President for his approval once the revisions to Policy 5:036 are approved by the Committee. Swiger seconded the motion.

Discussion:

This policy is being merged with Policy 5:036.

Committee Vote:

The committee approved the policy for second reading and to move to the President for his approval once the revisions to Policy 5:036 are approved by the Committee.

New Business – First Reading

5. 1:001 Conflict of Interest (revised)

Swiger motioned to approve the policy for second reading and to move it to the President for his approval. Semler seconded the motion.

Discussion:

None

Committee Vote:

The committee approved the policy to be rescinded for first reading and to move it to second reading.

6. 5:020 Leave Policies (revision)

Semler motioned to approve the policy for second reading and to move it to the President for his approval. Whiteside seconded the motion.

Discussion:

It was explained that an additional section titled "Special Disabled Veterans" was added to the original revision that was approved during the March 8, 2022, UPC meeting.

Committee Vote:

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

7. 5:011 General Personnel Policy (revised)

Cronley motioned to approve the policy for first reading and to move it to second reading. Swiger seconded the motion.

Discussion:

The proposed new name for this policy is "Position Management & Recruitment." There was a discussion concerning how best to cover Affirmative Action details in this policy. A number of additional edits were made by the Committee during the meeting, to be sent for Legal review prior to second reading.

Committee Vote:

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

8. 5:029 Discipline Procedures for Staff Employees (revised)

Cronley motioned to approve the policy for first reading and to move it to second reading. Singleton seconded the motion.

Discussion:

The revisions to this policy were made to make it read more clearly. The information from what had been section F in Policy 5:011 was also transferred into this policy.

Committee Vote:

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

9. 4:015 Travel (revision)

Cronley motioned to approve the policy for first reading and to move it to second reading. Swiger seconded the motion.

Discussion:

None.

Committee Vote:

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

The meeting adjourned at 3:00 P.M.