
University Policy Committee Meeting

October 4, 2022 @ 3:30 p.m.

Browning Conference Room



Minutes

Attendees: Dannelle Whiteside, Maria Cronley, Shahrooz Roohparvar, Gerald Harrison, Greg Singleton, Kris Phillips, Perry Scanlan, Hannah Allen, SGA President, and April Williams (Minutes)

Absent: None.

1. **Meeting called to order at 3:30 p.m.**
2. **Approval of minutes from the September 6th meeting**

Singleton moved to approve the minutes from the September 6th meeting. Scanlan seconded the motion. The committee approved the minutes.

Old Business – Second Reading:

None.

New Business – First Reading:

3. **4:026 Cash and Gift Card Payments (revised)**

Singleton moved to approved the policy for the first reading and to be moved to the second reading. Phillips seconded the motion.

Discussion:

Roohparvar explained that revisions to Policy 4:026 align with IRS regulations and the University's current practice for employee recipients of gift cards. Employees who receive payment in the scope of their work must be counted as taxable income regardless of the amount or method.

Committee Vote:

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

4. **Meeting adjourned at 3:35 p.m.**