



University Policy Advisory Committee Minutes  
Barge Hall, room 412  
June 14, 2017  
8:30 AM

Present:

Ex-officio non-voting: James Gaudino

Ex-officio voting: Joey Bryant, Wendy Cook, Anne Cubilie, Joseph Han, Joel Klucking, Sharon O'Hare, Sathy Rajendran, Linda Schactler

Ex-officio advisory non-voting: Kevin Archer, Andreas Bohman, Kandee Cleary, Patricia Cutright, Richard DeShields, Bernadette Jungblut, Martha Kurtz, Staci Sleigh-Layman, Bill Yarwood

Others present: Sue Noce, Jeff Stinson, Cody Stoddard

I. Action Items

1. Action – Approval of UPAC Minutes from April 19, 2017

UPAC members endorsed the minutes from April 19, 2017.

2. Policies & Procedures – Summary sheets precede individual policies and procedures

**A. Academic & Student Life – Katherine Frank:**

1. CWUP 5-90-040 Academic and General Regulations:  
(30) Course Substitutions  
(37) Syllabi

Language was added to the course substitutions policy to clarify who has authority to determine if a course may be used to substitute within a program. Language in the syllabi policy was updated to clarify what is required to be in a course syllabi. In addition, language regarding the current process was updated and the current ADA statement and a diversity statement were added as well. UPAC members endorsed both policies with the understanding that the syllabi language may be tweaked a bit over the summer.

2. CWUP 2-40-250 Policy for Responding to Allegations of Research Misconduct  
(approved by President Gaudino June 7, 2017)

President Gaudino approved the Research Misconduct policy due to a deadline of having it in place by June 8, 2017. The document will continue to be reviewed and revised and a final copy will come to UPAC in the future. UPAC members endorsed CWUP 2-40-250 Policy for Responding to Allegations of Research Misconduct.

**B. Business & Financial Affairs – Joel Klucking:**

No policies/procedures to review at this time.

**E. Enrollment Management – Sharon O'Hare:**

No policies/procedures to review at this time.

**C. Operations – Joseph Han:**

No policies/procedures to review at this time.

#### **D. President's Division – Linda Schactler**

##### **1. CWUP 2-10-080 Naming of Facilities**

Linda Schactler explained that the new Naming of Facilities policy replaces the Honorary Naming of Buildings and Other Major Memorials policy. The previous policy primarily contemplated naming facilities based on charitable contributions. New Language adds transfer of names, memorial naming, naming to inform building usage, and naming to clarify directional information and other needs. The new policy also replaces CWUP 2-60 (8) Naming Committee, which vested naming authority in a standing committee chaired by University Advancement. The new policy eliminates the committee and forwards name proposals through the same channels of organization used for decisions related to policies and procedures and for management and budget decisions under responsibility-centered management. UPAC members endorsed the revisions to CWUP 2-10-080 Naming of Facilities.

##### **2. CWUP 2-60 (1) Art Selection and Permanent Collection Committee**

Revisions to the Art Selection and Permanent Collection Committee include clarifying the guidelines for art acquisition. The committee membership was also simplified. UPAC members endorsed the changes to CWUP 2-60 (1) Art Selection and Permanent Collection Committee.