



University Policy Advisory Committee Agenda  
Barge Hall, Room 412  
June 23, 2021  
9:00 AM

Present:

Ex-officio non-voting: Jim Wohlpart

Ex-officio voting: Lidia Anderson, Andreas Bohman, Mickael Candelaria, Elvin Delgado, Michelle DenBeste, Josh Hibbard, Joel Klucking, Maddy Koval, Greg Lyman, Michael Pease, Linda Schactler, Jeff Stinson, Carolyn Thurston

Ex-officio advisory non-voting: Jason Berthon-Koch, Kandee Cleary, Anne Cubilie, Elvin Delgado, Dennis Francois, Krechiere Jackson, Ediz Kaykayoglu, Gail Mackin, Rick Paradis, Patrick Stanton, Ginny Tomlinson

I. Action Items

1. Action – Approval of UPAC Minutes from April 14, 2021

UPAC members endorsed the minutes from April 14, 2021 as presented.

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

**A. Academic & Student Life – Michelle DenBeste**

1. CWUP 2-20-010 & CWUR 2-90-060 Awarding of Posthumous Degrees

The changes to the Awarding of a Posthumous Degree policy emerged from the need to clarify process surrounding the passing of a student and the awarding of posthumous or honorary degrees. UPAC members endorsed these revisions.

2. CWUP 5-50-040 & CWUR 2-50-040 Curriculum Change

UPAC members addressed some concerns with the revisions presented for the Curriculum Change policy and procedure. Both will go back to Provost's council and will be discussed further with consultation of the Faculty Senate.

3. Department Name Change – Registrar Services

In an effort to effectively communicate to students, the campus community, and constituents across the state the depth and variety of the responsibilities carried out within the Registrar's Office, the unit is requesting that their name, Registrar Services, be updated to "The Office of the Registrar."

UPAC members endorsed this unit name change.

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

No policies/procedures to review at this time.

**C. Enrollment Management – Josh Hibbard:**

No policies/procedures to review at this time.

**D. Operations – Andreas:**

1. CWUP 2-50-050 Flag Protocol

The revisions to the Flag Protocol policy clarify which flags may be flown on Barge Hall. UPAC members endorsed the revisions to the policy.

## 2. CWUR 7-20-xxx Chemical Inventory Management

This is a new procedure that aligns our recording of chemical inventory. Hazardous chemicals are used in all divisions at CWU. Accurate and efficient hazardous chemical inventory management is critical to university compliance with the Hazard Communication Standard WAC 296-901-140, and aligns with the university's core value of safety and its strategic goal of sustainability. This procedure establishes a university-wide hazardous chemical inventory management system (CIMS) and outlines the roles and responsibilities of university employees in relation to the implementation of the CIMS in compliance with [CWUP 2-40-140](#). UPAC members endorsed this new procedure.

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

No policies/procedures to review at this time.