

Policy Review Council Meeting Notes
April 23, 2020

In attendance: Katherine Anderson, Frank D’Angelo, Scott Farnsworth, Stacey Hilton, Jennifer Jacobson, Kathie Peterson, Lisa Schlegel, Tania Sheldahl, Paul Smolenyak, Emily Weinacker, Jeanne Welch

1. Review and vote on revisions to Policy 3.23 Emeritus Faculty
 10 votes to approve changes, 0 no, 0 abstain

2. Discussion of policy 3.4.2 Syllabus Development
 - Discussion of policy vs. procedure and to what extent procedure should be included in a policy
 - Discussion of Procedure (big “P”) vs. procedure (little “p”) and where each should be maintained
 - Policy can include Procedure as broad action, but the details of procedure should be maintained at the department level
 - Discussion of how to document procedure changes; no resolution on the best way to document and communicate this since this level of work is individual to the department or office that is handling it
 - **Action:** Stacey will reword Procedure in this Policy since there was agreement that it needs revision as well as updates to the links

3. Review of upcoming policy approvals:
 - **Action:** Policy 2.37: Jennie reported that there are not suggested changes from Faculty Senate so this policy will not be revised at this time
 - **Action:** Policies 5.15 and 6.09: Stacey confirmed that the next Strategic Space Planning Committee Review meeting is May 14
 - **Question:** Policy 3.33: when do we expect Dr. Rhine to sign this policy?
 - **Correction:** Shared Governance is policy 10.11 (not 10.10)
 - No other action or discussion on Policy 4.03

Policy #, Title	ELT approval date	Policy Council approval date	President Cabinet approval date	Dr. Rhine approval date	Notes
3.33 OER Policy	2/20/20	3/5/20	3/29/20		4/21/20 waiting for President approval
3.23 Emeritus Faculty					2/25/20 request to revise submitted
2.37 Faculty Grievance					2/27/20 request to revise submitted; will be discussed at Dean's meeting 4/21/20 No suggested changes from Faculty Senate to no revisions needed
5.15 Priority Scheduling & 6.09 Space Utilization Priorities					3/20 Confusion on which is current policy, and which should be sunset 4/21/20 Stacey will review at next Strategic Space

					Planning Committee meeting 5/14/20
10.11 Shared Governance					4/21/20 ELT reviewing suggested changes
4.03 Registered Sex Offenders					4/21/20 ELT review

Update to minutes: OER policy has been signed with minor change by Dr. Rhine on 4/23. Will be posted to the Policy website and communicated soon.

Policy 10.11: Further edits from Faculty Senate received. Dr. Rhine, Dr. Ryan and Dr. Weinacker will discuss next steps.