

## Executive Summary: Stage 1 Policy Drafts Deletion

**Date:** December 3, 2020  
**Sponsor:** Linda Makin  
**Steward:** Cara O’Sullivan  
**Policy Process:** [Click here to choose the policy process from the drop-down menu.]  
**Policy Action:**

---

### Issues/Concerns (including fiscal, legal, and compliance impact):

In October 2020, President Tuminez requested that President’s Council members review the policy drafts in Stage 1 for which they are responsible. They were asked to determine which Stage 1 policies they needed to focus and which they should withdraw. Each division policy coordinator worked with their vice president to make this assessment.

Below is the list of Stage 1 policy drafts that will be pulled from Stage 1. Provided with this executive summary is a spreadsheet with the results of the review.

### Suggested Changes:

#### **Finance and Administration** (Vice President Val Peterson)

Policy 143 *Internal Controls for Sponsored Programs*

Policy 144 *Protection of Personally Identifiable Information*

Policy 145 *Federally Funded Travel*

Policy 147 *Personal Compensation and Supplemental Pay*

Policy 148 *Significant Financial Conflict of Interest Disclosures*

Policy 149 *Report Certification*

**Human Resources** (Vice President Linda Makin)

Policy 309 Executive Employees: Recruitment, Compensation, Termination

Policy 322 *Employment Responsibilities and Standards*

Policy 352 *Compensation for Non-Faculty Employees*

Policy 358 *Faculty Compensation*

Policy 363 *Supplemental and Adjunct/Overload Pay Methods*

Policy 371 *Corrective Actions and Termination for Staff Employees*

Policy 373 *Bona Fide Financial Exigency and Human Resources Reduction*

**Information Technology** (Vice President Kelly Flanigan)

Policy 444 *Academic Freedom and Information Access*

Policy 446 *Monitoring and Review of Employee Electronic Communication or Files*

Policy 447 *Responsibility for Security of Computing Devices Connected to the UVU Network*

Policy 448 *Information Resources*

Policy 448 *Use of University Technology and Equipment*

Policy 449 *Private Sensitive Information*

Policy 450 *Processing and Control of Distributed Administrative Data*

Policy 451 *Electronic Signatures*

Policy 451 *Retention of Electronic Files*

Policy 457 *PCI DSS Compliance*

**Academic Affairs** (Provost Wayne Vaught)

Policy 503 *Add/Drop/Withdrawals*

Policy 523 *Grading*

Policy 645 *Professional Tenure*

Policy 656 *Administrative Faculty*

**Requested Approval from President’s Council:** Deletion of designated policy drafts from the Policy Pipeline.

**Proposed Drafting Committee:** Not applicable

**Target Date for Stage 1 Draft to Enter Stage 2:** Not applicable

**Target Date for Board of Trustees Review:** [Click here to enter a date.](#)

---

**Projected Timeline:** [Leave blank. To be filled in by the Policy Office.]
