



Kennesaw State University Policy Process Council Meeting Summary

September 11, 2023

11:00 – 12:30

Via TEAMS

Members: Matt Bain, Sandi Gillilan, Jay Thomas, Jeff Delaney, Scott Nowak, Ian Ferguson, Leigh Funk, Robert Bridges, Stephen Gay, Sherry Grable, Ryan McLemore, Nwakaego Nkumeh Walker, Laura Palmer, Amy Phillips, Amber Smith

Members Excused:

Invitees: Amasett Wong & Katie Fults – Residence Life

Agenda:

New Business

1. Updates on the New Policy Portal App

- a. Update on Searching Policy Portal – CTRL+F
- b. Transition of Policies to Institutional Policies Sharepoint/Teams
- c. New Permanent Links – Please update any local pages linking to a policy... this should be the last time the link changes.
- d. Transition to the Annual Updates – Policies with Signatures
- e. KSU Institutional Policy Dashboard – What information would be useful for you or your constituents?

2. Proposed Cohort schedule for policy annual reviews – Update Reminders

- a. Group May – Initial review request will be sent March 15
- b. Group June – Initial review request will be sent April 15
- c. Group July – Initial review request will be sent May 15
- d. Immediate updates can be made anytime as necessary

3. AY24 Preparation

- a. Meeting Schedule Sept 19, Nov 14, Feb 20, April 15
- b. Additional Membership Changes

4. Review/Discussion of Policies

- a. **Access to University Facilities Policy**
- b. **Heads Up – New Policy on Professional Staff Living On Campus Pets Policy**

Meeting Schedule

2023-2024 Meetings – Tuesdays, 11:00 - 12:30 pm as follows:

- September 29, 2023
- November 14, 2023
- February 20, 2024
- April 16, 2024