Kennesaw State University
Policy Process Council
March 17, 2020

Members:

Undra Baldwin, Tariq Bradford, Robert Bridges, Mark Byrd, Jeff Delaney, Mariel Fox, Stephen Gay, Kevin Gwaltney, Jeannine Jones, Randy Kennedy, Shawn Long, Mindy Mager-DeBruce, Ron Matson, Alex McGee, Doug Moodie, Lesley Netter-Snowden, Alice Pate, Amy Phillips, Mary Quat, Mike Sloan, Chris Summerlin, Chris Ziegler

Notes:

See Policy Process Council Meeting Notes, November 19, 2019

Unmanned Aerial System and Other Aircraft Policy
- Reviewed by all shared governance and administrative bodies
- Under review by President Whitten

Instructions to Download a Policy
- https://policy.kennesaw.edu/, select "Policies," click "Policy," select policy name from list
- A direct URL to a specific policy in the Policy Portal is available upon request. Such URLs should be used with the knowledge that when a policy is updated, the system generates a new, unique URL, necessitating the update of corresponding websites and training materials.

Periodic Update Process
- Periodically, each policy owner, or designee, should review applicable policies.
- When the policy owner, or designee, revises a policy document, the revisions are reviewed by the Director of Policy and Legal Affairs.
- If the revisions are determined to include a substantive change to the policy, the policy draft proceeds through the review process before posting on the Policy Portal.
- If the revisions are determined to include no substantive change to the policy (e.g., position title, office name, phone number, URL), the new version is posted on the Policy Portal.

Policies with Recent Non-Substantive Changes
Academic Affairs
- Substantive Change Policy

Fiscal Services
- Investment Policy
- Monitoring Internal Controls over Financial Transactions Policy

- Purchasing Card Policy

UITS
- Cellular Wireless Communications Devices and Services Policy
- Data Security Policy
- Email and Instant Messaging Usage Policy
- Enterprise Information Security Policy
- EU General Data Protection Regulation Compliance Policy
- Information Security Incident Response Policy
- Information Technology Acceptable Usage Policy
- Network Access Policy
- New Server Policy
- Open Computer Lab and Classroom Technology Policy
- Technology Purchasing Relocation and Surplus Policy
- Telephone and Fax Usage Policy
- User Accounts and Password Policy
- Video Surveillance Policy
- World Wide Web Publishing Policy

Other:

Future Meetings – Tuesdays, 11:00 - 12:30 pm, TP 2220, as follows
- April 21, 2020