Kennesaw State University
Policy Process Council
Meeting Notes
January 19, 2021

Members:
Present: Matt Bain, Rob Bridges, Bill Diong, Ian Ferguson, Stephen Gay, Chris Griffin, Kevin Gwaltney, Teresa Johnston, Randy Kennedy, Doug Moodie, Alice Pate, Amy Phillips, Michael Sloan, Amber Smith, Jessica Watkins
Absent: Jeff Delaney, Undra Baldwin, Mark Byrd, Mindy Mager-DeBruce, Alex McGee
Guests: Michael Fellows

Agenda:

New Business
Access to University Facilities Policy (See https://policy.kennesaw.edu/)
- Item “a” of Section 4, Exclusions and Exceptions, was revised to clarify when students are exempt from the policy.
- Policy Process Council members suggested several revisions, including:
  - Clarification of Section 4b, regarding campus emergencies,
  - Definition of employees in Section 6 as those who are hired and paid,
  - Alignment of definitions with and reference to the Data Security Policy, and
  - Description of KSU Human Resources’ responsibilities noted in Section 6.
- Ongoing discussions of Registered Visitor procedures may inform future revisions to the policy and associated information.

Policy on University Policies (See https://policy.kennesaw.edu/)
- Policy Process Council members suggested revisions, including:
  - Update to the definition of “Review and comment” to further clarify that the policy owner is not obligated to accept and make changes suggested by the University community, and
  - Notation in Section 6, Policy, that links to the Policy Portal are encouraged.

Information Items
Non-Substantive Policy Revisions
- Contract Approval and Signature Authority Policy

Policy Reviews in Progress
- Alcohol and Other Drug Policy
- Alternative Work Schedule Policy
- Programs Serving Minors Policy
- Travel Policy
- University Handbook (https://handbooks.kennesaw.edu/)


Kennesaw State University
Policy Process Council
Meeting Notes
January 19, 2021

Other

Chancellor’s Policy Letter and Exhibit – January 2021 (See below.)

Other Business

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

- January 19, 2021, Microsoft Teams
- February 16, 2021, Microsoft Teams
- March 16, 2021, Microsoft Teams
- April 20, 2021, Microsoft Teams