Kennesaw State University
Policy Process Council
Meeting Notes
February 16, 2021

Members:
Present: Matt Bain, Undra Baldwin, Bill Diong, David Easterwood (for Chris Griffin), Stephen Gay, Kevin Gwaltney, Randy Kennedy, Alex McGee, Doug Moodie, Alice Pate, Amy Phillips, Amber Smith, Jessica Watkins
Absent: Rob Bridges, Mark Byrd, Jeff Delaney, Ian Ferguson, Teresa Johnston, Mindy Mager-DeBruce, Michael Sloan
Guests: Sandy Cagliani, Zach Kerns, Ryan McLemore, Breana Ware, Alice Wheelwright

Agenda:

New Business
Travel Policy (See https://policy.kennesaw.edu/)
• Members questioned using the name of a specific product, Concur. The references were maintained to foster clarity with the understanding that the policy will be revised if the name of the system is changed.
• A Member suggested revisions, which were accepted, including editing section 6e to clarify the process for requesting exceptions based on a medical condition.

Advertising Policy (See https://policy.kennesaw.edu/)
• In response to a question, it was stated that the policy would only apply to paid advertising.

Alcohol and Other Drug Policy (See https://policy.kennesaw.edu/)

Election/Selection of Policy Process Council Representatives
• “Representatives for the next academic year must be elected by the end of March.” (University Handbook, Section 3.1)
• “Term: 1 academic year, renewable” (University Handbook, Section 3.1.2)

Information Items
Policy Reviews in Progress
Review and Comment
Access to University Facilities
Non-Discrimination Policy
Policy on University Policies

Drafting
Alternative Work Schedule Policy
Programs Serving Minors Policy
University Handbook (https://handbooks.kennesaw.edu/)

Other Business

Future Meetings – Tuesdays, 11:00 - 12:30 pm, as follows:
• April 20, 2021, Microsoft Teams