

Kennesaw State University

Policy Process Council

January 18, 2022

Members:

Present: Matt Bain, Undra Baldwin, Mark Byrd, Jeff Delaney, Bill Diong, Ian Ferguson, Stephen Gay, Kevin Gwaltney, Mindy Mager-DeBruce, Alex McGee, Ryan McLemore, Nwakaego Nkumeh Walker, Laura Palmer, Amy Phillips, Amber Smith, Randy Stuart, Andrew Wittmayer

Absent: Jaime Fulsang, Teresa Johnston, Randy Kennedy

Invitees: Jaime Blei, Jason Conley, Brian Garsh, Janet Nash, Stephen Ndiritu

Agenda:

New Business (Drafts are posted on [Policy Portal homepage](#))

Freedom of Expression Policy – Brian Garsh

- Revisions to maintain consistency with new, recently-approved Outdoor Sound Amplification Policy.

Establishing or Changing an Elective Fee or Special Charges Policy – Jason Conley

- Updates, principally, to better align with current practice.
- Edits to language and links, too.
- New form and job aid.
- In response to a question, it was noted that KSU's Office of Budget and Planning oversees the process but is not the approval authority for changes to elective fees and special charges.

Motor Vehicle Operator Policy – Janet Nash

- Changed number of motor vehicle violation points for removal of permission to drive for KSU-related business from 10 points to 6 points, as required by State of Georgia rules.
- Other minor revisions.

Information Items

Completed Policy Reviews

ADA Reasonable Accommodation
Policy

Attendance Policy

Conduct Guidelines

Consulting Services Policy

Inclement Weather Policy

Monitoring Internal Controls over

Financial Transactions Policy –

Ryan McLemore

Performance Management Policy

Records and Information

Management Policy

Relocation Policy

Salary Administration Policy

Staff Grievance Policy

Staff Teaching Policy

Student Employment Policy

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Substance Abuse, Random Testing,
and Post-Accident Policy
Talent Acquisition Policy

Teleworking/Alternative-Work-
Schedule Policy
Workers' Compensation Policy
Worksite Lactation Policy

Annual Reviews in Progress

Contract Approval and Signature Authority Policy
Smoke-Free and Tobacco-Free Policy
Student Codes of Conduct

Other Business

2021-2022 Meetings – Tuesdays, 11:00 - 12:30 pm, via Microsoft Teams as follows:

- September 21, 2021
- November 16, 2021
- January 18, 2022
- February 15, 2022
- March 15, 2022
- April 19, 2022

Stephen Gay noted that revisions to KSU information technology policies are awaiting revisions being made to the University System of Georgia *Information Technology Handbook*.