

# Kennesaw State University

## Policy Process Council

February 15, 2022

### Members:

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

**Absent:** Undra Baldwin, Ian Ferguson, Jaime Fulsang

**Invitees:** Leigh Funk

### Agenda:

**New Business** (Draft is posted on [Policy Portal homepage](#))

Contract Approval and Signature Authority Policy – Ryan McLemore

- Revisions to contact information (including change to using ServiceNow for electronic requests), addition to the definition of contract to clarify what is and is not included, and identification of contracts that are exempt from review.
- There were no questions or concerns from the Council about the policy or edits.

### Information Items

Policy Reviews in Progress

Freedom of Expression Policy

Establishing or Changing an Elective Fee or Special Charges Policy

Motor Vehicle Operator Policy

Annual Reviews in Progress

Travel 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

The chair, Kevin Gwaltney, shared that this is his last Policy Process Council meeting, having accepted a position at the University of West Georgia. Information about next steps for the Council will be forthcoming and Leigh Funk is the contact for that.