

Presidential Committee on Institutional Policy

Authority: The President has the authority to appoint special committees as set forth in *UWG Policies and Procedures, Art. II, Sec. 1(C)(4)*:

“In the implementation of these duties, the President or his or her designee shall” ... (a)ppoint such special committees as are necessary to advise and assist him or her in planning and administration.”

Based on this authority, as of the date below, I do hereby designate the creation of a standing committee to be called the “Presidential Committee on Institutional Policy.” Please note that this Committee will replace the “Presidential Taskforce on Institutional Policy,” which was established in December 2013 as an *ad hoc* committee to revise current policy. It is not intended to replace or impede any other committee charged with recommending policy, but rather to assist all other committees in the implementation of institutional policy.

Purposes and Functions: The purpose of the Presidential Committee on Institutional Policy is to assure that the institution’s policies and procedures adequately support the mission in a clear and concise way. In order to achieve this goal, the Committee will review existing university policy and make decisions about rescinding, revising, or drafting new versions of policies and procedures. Similarly, any policy or procedure identified by a University unit as necessary to the mission of the University will be presented to the Committee for review. Each member of the Committee will be assigned specific policies or procedures by the Committee, then each member will coordinate with, guide, and provide assistance to employees identified as the experts on the subject matter of the policy. The proposed policy will be reviewed by the Committee in order to finalize institutional policy.

In order to achieve its purpose, members of the Committee will be allowed to work on policy revisions during regularly scheduled hours, and it is expected that any supervisors for the Committee members will accommodate the Committee members to the extent necessary to achieve the stated goals of this Committee. The Committee will have authority to request the attendance of UWG employees (with knowledge related to the policies in question) during Committee meetings to assist the Committee with the review of proposed revisions.

Membership: This Committee is a standing committee that shall be authorized to achieve the purposes stated herein. The Committee will determine the chair of the Committee and the terms of the Committee members, which at a minimum will be comprised of the following titles or that person’s designee (which designee should not be more than one level removed from the title named below):

- University General Counsel
- Representative from Human Resources
- Representative from Student Affairs & Enrollment Management
- Representative from Community Standards
- Representative from University Communications & Marketing
- Representative from Staff Advisory Council
- Representative from Athletics
- Representative from Auxiliary Services
- Representative from Ombuds
- Representative from Information Technology Services

- Chair, Faculty Senate
- Chair of Rules Subcommittee, Faculty Senate
- Chair of Faculty Development Subcommittee, Faculty Senate
- 4 Faculty Representatives recommended by Faculty Senate
- Permanently-assigned administrative assistant to coordinate committee activity



KYLE MARRERO, UWG President

Dated: 7/17/18