**2018-19** **Academic Senate Faculty Affairs Committee**

***Issues Pending List***

***Note to the Committee Chair:*** Please do not remove any item from this list. If you wish to have an item removed, please send an email to [acsenate@ilstu.edu](mailto:acsenate@ilstu.edu) and attach this Issues Pending List with the item(s) highlighted in yellow.

The Executive Committee must approve the proposed removal of any item. If it does not approve the proposed removal, it will advise the committee regarding how to proceed.

Please keep this list updated as you proceed. Annually in late Spring, and on an as-needed basis as Exec adds or removes items and as the Committee adds items, the Senate clerk will update the list for the current and following years’ committee.

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|  | Table of Content | |
| 1 | Review Committee Functions | **Pending Annually** |
| 2 | Create Committee Minutes | **Pending Bi-Monthly** |
| 3 | Provide Oversight of External Committees and review External Committee Reports | **Pending Annually** |
| 4 | Review policies related to the Freedom of Information Act and academic freedom in research, teaching and service | **Pending** |
| 5 | Consider whether ISU should adopt a spousal hiring policy for faculty hiring | **Pending** |
| 6 | Review the AAUP Report entitled “The History, Uses and Abuses of Title IX,” discuss with the Director of OEOA, and make recommendations regarding any needed policy changes impacting faculty | **Pending** |
| 7 | Review faculty insurance statute | **Pending** |
| 8 | Review policies related to Financial Exigency | **Pending legal review** |
| 9 | Review Policy 1.8 Integrity in Research and Scholarly Activities | **PRIORITY** |
| 10 | Review Policy 3.1.29 Right of Access to Personnel Files | **Pending** |
| 11 | Policy 3.2.6 Tenure | **Pending** |
| 12 | Review Policy 3.2.8 Sabbatical Leave | **Priority** |
| 13 | Review Policy 3.2.10 Emeritus Academic Employees Defined | **Pending** |
| 14 | Review Policy 3.2.11 Employment in Excess of Full Time Appointment | **Pending** |
| 15 | Review Policy 3.2.12 Ombudsperson Policy | **One ongoing and** **one pending issue** |
| 16 | Review Policy 3.2.19 Shared Governance Policy | **Committee Approved waiting to go on Consent agenda in August 2018** |
| 17 | Review Policy 3.3 University Professors | **Pending outcome of early Fall 2018 discussion in Faculty Caucus** |
| 18 | Policy 3.3.4 Non-Tenure Track Faculty Classifications and Performance Evaluation CURRENT | **Pending** |
| 19 | Review Policy 3.3.5 Distinguished Professors | **Pending outcome of early Fall 2018 discussion in Faculty Caucus** |
| 20 | Review Policy 3.3.7 Secondary/Outside Employment | **Pending** |
| 21 | Review Policy 3.3.9 Proceedings in Faculty Academic Freedom, Dismissal and Non-Reappointment Cases | **Pending: Information item for September 2018 Faculty Caucus** |
| 22 | Review Policy 3.3.11 Endowed Chairs and Professorships | **Pending** |
| 23 | Policy 3.3.13 Academic Freedom CURRENT | **Pending** |
| 24 | Policy 3.4.7 Employment for Teaching Purposes of Administrative/Professional Personnel | **Pending** |
| 25 | Policy 3.7.1 Graduate Assistant Appointment Procedure CURRENT | **Pending** |
| 26 | Policy 4.1.11 Export Control | **Pending** |
| 27 | Review Policy 4.1.13 Classified Research | **Pending** |
| 28 | Policy 7.1.1 Significant Financial Interest Disclosure | **Pending** |
| 29 | Policy 7.4.1 Grants and Contracts CURRENT | **Pending** |
| 30 | Review Policy 7.4.7 Filling Grant Positions | **Pending** |
| 31 | Review Policy 7.6.3 Indirect Cost | **Priority** |



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| ***Subject:*** **Review Committee Functions**  ***Description:*** At the start of every academic year, the committee should review and carry out the functions of the committee as detailed in the Blue Book. FAC (Faculty Affairs Committee) Blue Book Section Included in the FAC Issues Pending Packet.  ***Status:*** **Pending Annually** |  |
| ***Associated Document(s):***  ***Faculty Affairs Committee Page of Senate Blue Book*** | ***Document Number(s):*** **NA** |



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| ***Subject:*** **Create Committee Minutes**  ***Description:*** Submit Approved Committee Minutes from the previous meeting to the Senate Clerk by email ([acsenate@ilstu.edu](mailto:acsenate@ilstu.edu)) following each meeting. Per the Blue Book, the minutes should be reasonably detailed including a reflection of the deliberative process involved in decision making. They should not be verbatim unless a recording was made of the meeting and the transcription checked for accuracy.  ***Status:*** **Pending Bi-Monthly** |  |



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| ***Subject:*** **Provide Oversight of External Committees and review External Committee Reports**  ***Description:*** At the start of every academic year, the Senate clerk will request annual reports from the following committees that report to the Faculty Affairs Committee and forward them to the committee chair, as well as forwarding to the committee in August the schedule for the receipt of the reports:  Academic Freedom, Ethics, and Grievance Committee  Athletics Council (report also forwarded to SGA)  Faculty Review Committee  Ombudsperson Council (hours expended by each Ombudsperson must be included in the annual report; see also the next ***Subject*** below)  FAC should make oversight recommendations for these four committees/councils, or to the Senate about them, as needed.  ***The committee should forward the reports, once reviewed, to the Executive Committee for placement on a Senate agenda as an advisory item.***  The Athletics Council may post their agendas and minutes. This site will be linked to the Senate website for Faculty Affairs Committee members interested in further detail regarding its reports.  The committee may also invite external committee representatives to clarify or augment any report, or to join a meeting of Faculty Affairs Committee for more in-depth discussion, if desired.  ***Status:*** **Pending Annually** |  |
| ***Associated Document(s):*** |  |



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| ***Subject:*** **Review policies related to the Freedom of Information Act and academic freedom in research, teaching and service**  ***Description:*** From Chairperson Kalter: Freedom of Information Act - Faculty-specific FOIA concerns; decisions regarding faculty/instructor FOIA policy and/or guidelines/education; clarification regarding interface with IT policies. Distributed to Executive Committee 9/28/15; 10/12/15.  Exec discussion 10/12/15: Concern about how our FOIA policies interact with faculty and academic freedom issues. Last year, current FOIA Policy placed on non-Senate list because solely procedural.   * People have asked that we send to Faculty Affairs: Are there faculty/instructor-specific FOIA concerns that we need to write additional language about or clarify in policy or through guidelines and education? * Also, clarification with IT policies. Over the years we have heard that if somebody needs your email, you don’t have somebody on campus who can just sneak into it and look at it. You are asked to provide it. Not clear if that is the case. Needs to be clarified.   Executive Committee minutes for the date(s) associated with the numbered documents may have further detail.  This policy was referred to the University Research Committee for review on 9/6/16. Chairperson Kalter and University Counsel Huson met with the committee on 10/27/16.  ***Status:*** **Pending** |  |
| ***Associated Document(s):***  ***Email from Chairperson Kalter: Freedom of Information Act - Faculty-specific FOIA concerns; decisions regarding faculty/instructor FOIA policy and/or guidelines/education; clarification regarding interface with IT policies***  ***Illinois Freedom of Information Act*** | ***Document Number(s):***  **09.18.15.02**  **09.19.15.02** |



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| ***Subject:*** **Consider whether ISU should adopt a spousal hiring policy for faculty hiring**  ***Description:*** 3/17/14 Exec discussion as to whether or not to create a spousal hiring policy. Exec assigned this item to FAC.  **Email and Executive Committee Minutes of 3/17/14 included with FAC documents.**  Memo from FAC chair Horst to the Senate office on 9/24/14: The Faculty Affairs Committee had preliminary discussions regarding creating a spousal hiring policy.  We wish to table discussion of this policy until a permanent provost has been hired.  Implementing such a policy could potentially involve the creation of new provost staff positions or allocation of funds by the provost to support additional tenure track lines.  We would like to suggest that the long range finance and planning committee consider adding this item to its final year report.  The FAC would like to keep this item on its task list and have exec consider adding it to the long range finance and planning committee for simultaneous consideration.  ***Status:*** **Pending** |  |
| ***Associated Document(s):***  ***Excerpt from Executive Committee minutes of 3/17/14***  ***Email regarding spousal hiring*** | ***Document Number(s):*** **NA**  **09.26.14.04** |



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| ***Subject:*** **Review the AAUP Report entitled “The History, Uses and Abuses of Title IX,” discuss with the Director of OEOA, and make recommendations regarding any needed policy changes impacting faculty**  ***Description:*** Placed on the committee’s issues pending list on 10/3/16. See Exec discussions on 8/22/16, 9/19/16, and 10/3/16. Student issues referred to the Student Code of Conduct Review Committee.  ***Status:*** **Pending** |  |
| ***Associated Document(s):***  ***The History, Uses and Abuses of Title IX Email (Dist. Academic Affairs Committee and Faculty Affairs Committee)***  ***Executive Summary at*** [***https://www.aaup.org/report/history-uses-and-abuses-title-ix***](https://www.aaup.org/report/history-uses-and-abuses-title-ix) ***Title IX Report: In the event that you cannot open the pdf in your packet, the link to the report is on the first page of the online Executive Summary (Do Not Print -31 Pages)Email from Senate Chair- Title IX incident at Boston College*** | ***Document Number(s):*** **08.08.16.01**  **NA**  **06.07.17.01** |



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| ***Subject:* Review faculty insurance statute**  ***Description:*** Consultation with HR and the VP of Finance and Planning and for possible writing of a Sense of the Senate resolution and/or coordination with Jonathan Lackland in lobbying for a clarifying modification of the statute's wording  ***Status:*** Pending |  |
| ***Associated Document(s):***  ***Faculty Insurance Statute email*** | ***Document Number(s):***  ***05.21.18.01*** |



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| ***Subject:*** **Review policies related to Financial Exigency**  ***Description:*** These two policies and the Blue Book definition of the Financial Exigency Committee were last reviewed and revised by Faculty Affairs Committee in 2015-16. The Executive Committee has routed them to Legal Counsel at the request of President Dietz.  ***Other Notes:***  The 2012-13 committee sought to revise the definition of financial exigency as defined in the Blue Book. The Executive Committee recommended in December 2013 to table the Blue Book change until it was determined whether the Board of Trustees had reviewed the revised definition of financial exigency proposed by the Faculty Affairs Committee. Chairperson Kalter and President Dietz later determined that Board review had never been initiated by former President Flanagan, and that such review would be inappropriate prior to full Senate endorsement. The matter was referred back to FAC in fall 2015.  The Executive Committee discussed 2015-16 FAC’s revision to the suggested revision of the Termination Notification Policy on 11/9/15 and 11/30/15; Information Item 12/9/15. Removed as Action Item by Executive Committee on 1/11/16. President would like to discuss with Board of Trustees and University legal counsel.  ***Status:*** **Pending legal review** |  |
| ***Associated Document(s):***  ***Timeline regarding recent Financial Exigency Proposals***  ***Summary of Important Points in a recent AAUP Report on Financial Exigency***  ***Governing Documents of the Illinois State University Board of Trustees***  ***Termination Notification Policy Suggested Revision***  ***Disestablishment of Academic Units Policy Suggested Revision***  ***Financial Exigency Committee Blue Book Pages- First revision***  ***Financial Exigency Committee Blue Book- Second Revision*** | ***Document Number(s):***  **07.27.15.03**  **07.27.15.02**  **07.27.15.01**  **07.27.15.04**  **11.20.15.02**  **04.11.13.02**  **11.20.15.03** |



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| ***Subject:*** **Review Policy 1.8 Integrity in Research and Scholarly Activities**  ***Description:*** Policy on the policy review cycle. Executive Committee minutes for the date(s) associated with the numbered documents may have further detail.  The policy was referred to the University Research Committee for Review and they delivered recommendations distributed to the committee through Exec on 8/22/16.  UPDATE: Policy is currently Under review: PRIORITY  ***Status:*** **Pending** |  |
| ***Associated Document(s):***  ***Integrity in Research and Scholarly Activities Policy***  ***Recommendation from the University Research Committee*** | ***Document Number(s):*** **12.19.14.01**  **07.07.16.01** |



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| ***Subject:*** **Review Policy 3.1.29 Right of Access to Personnel Files**  ***Description:*** Policy on the policy review cycle. Executive Committee minutes for the date(s) associated with the numbered documents may have further detail.  This policy was referred to the University Review Committee for review. Recommendations received from the University Review Committee. Distributed to the committee through Executive Committee 8/31/15.  ***Status:*** **Pending** |  |
| ***Associated Document(s):***  ***Right of Access to Personnel Files Policy– Suggested revisions from URC*** | ***Document Number(s):*** **08.19.15.01** |



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| ***Subject:*** **Policy 3.2.6 Tenure**  ***Description:*** Policy on policy review cycle. See Executive Minutes 4/17/2017 for clarification.  ***Status:*** |  |
| ***Associated Document(s):***  **Policy 3.2.6 Tenure** | ***Document Number(s):*** ***04.13.17.04*** |



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| ***Subject:*** **Review Policy 3.2.8 Sabbatical Leave**  ***Description:*** Consider requests from Dallas Long for better sabbatical accommodations for Milner faculty due to their 12-month appointments and from Chairperson Kalter regarding accommodations for persons who delayed or missed a sabbatical year due to extenuating circumstances (department chairing, university service, etc.) and regarding junior sabbaticals.  Following discussion with Provost Murphy in spring 2017, the committee agreed that junior sabbaticals would be better handled outside of policy through competitive reassignment of duties toward research. John Baur provided examples of how IWU and other colleges and universities provide these incentives for faculty recruitment and retention, and for the recruitment and retention of highly competitive pre-tenure faculty members.  Committee members also agreed that accommodations for Milner faculty were possible, and that accommodations for persons who delayed or missed a sabbatical year due to extenuating circumstances were also possible. In the latter case, a large majority of the committee had experienced such extenuating circumstances. Making those persons eligible to “catch up” would not increase the number of faculty actually receiving sabbaticals each year, but could make the pool more competitive.  Senator Kalter reported that Sam Catanzaro had been charged by Provost Krejci to redraft the policy for other reasons, so the committee did not move these two changes forward until they could also incorporate suggested changes from AVP Catanzaro.  ***Status:*** **Pending** |  |
| ***Associated Document(s):***  ***Sabbatical Leave Policy – Chairperson Kalter’s suggested changes***  ***Memo and policy from Dallas Long, Associate Dean Milner Library: Sabbatical Leave Policy***  ***Email from Dr. Vickers*** | ***Document Number(s):*** **06.12.17.01**  **04.02.16.01**  ***11.27.17.09*** |



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| ***Subject:*** **Review Policy 3.2.10 Emeritus Academic Employees Defined**  ***Description:*** Policy on the policy review cycle. Executive Committee minutes for the date(s) associated with the numbered documents may have further detail.  ***Status:*** **Pending** |  |
| ***Associated Document(s):***  ***Emeritus Academic Employees Defined Policy*** | ***Document Number(s):*** **10.23.15.01** |



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| ***Subject:*** **Review Policy 3.2.11 Employment in Excess of Full Time Appointment**  ***Description:*** Policy on the policy review cycle. Executive Committee minutes for the date(s) associated with the numbered documents may have further detail.  ***Status:*** **Pending** |  |
| ***Associated Document(s):***  ***Appointment in Excess of Full Time Appointment Policy*** | ***Document Number(s):*** **12.19.14.03** |



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| ***Subject:*** **Review Policy 3.2.12 Ombudsperson Policy**  ***Description:*** The committee should continue to revisit and adjust as needed the standards of practice and code of ethics contained in the policy approved by the Senate on 11/7/12. FAC should meet with the Ombudsperson Council each year to review their annual report (see ***Subject*** above) and to assess whether or not changes to the policy are required.  ***2016-17 Charge:*** 2014-15 FAC Chair Horst queried the Executive Committee 8/17/15: “May the Provost put forward more than one name per Council position?” (Consensus was yes, in order to build a pool of eligible candidates.)  Suggested revisions were submitted by Senate Chairperson Kalter after distribution to the Executive Committee 8/30/15 and Exec discussion 9/14/15.  Faculty Affairs Committee should clarify how the candidate list is formed, as well as affirmation procedures.  ***Status:*** **One ongoing and** **one pending issue** |  |
| ***Associated Document(s):***  ***Suggested revision to Ombudsperson Policy*** | ***Document Number(s):***  **06.12.17.02** |



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| ***Subject:*** **Policy 3.2.19 Shared Governance Policy**  ***Description:*** Policy Review  ***Status:*** Pending |  |
| ***Associated Document(s):***  ***Policy 3.2.19 Shared Governance Policy CURRENT*** | ***Document Number(s):***  ***02.01.18.22*** |



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| ***Subject:*** **Review Policy 3.3 University Professors**  ***Description:*** Policy on the policy review cycle. Executive Committee minutes for the date(s) associated with the numbered documents may have further detail.  See details above with Distinguished Professors issue pending. Policy needs a third policy number once approved (3.3.x University Professors), unless deleted.  ***Status:*** **Pending** |  |
| ***Associated Document(s):***  ***University Professor Policy*** | ***Document Number(s):*** **03.26.15.01** |



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| ***Subject:*** **Policy 3.3.4 Non-Tenure Track Faculty Classifications and Performance Evaluation**  ***Description:*** Policy Review cycle.  APC meeting with CSD regarding their program review revealed the need for this policy, possibly in concert with policy 3.4.7, to be reviewed thoroughly by each academic department to identify gaps where the current faculty classifications do not adequately facilitate needed academic work in our academic programs.  ***Status:*** **Pending** |  |
| ***Associated Document(s):***  ***Policy 3.3.4 Non-Tenure Track Faculty Classifications and Performance Evaluation CURRENT*** | ***Document Number(s):***  ***02.01.18.16*** |



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| ***Subject:*** **Review Policy 3.3.5 Distinguished Professors**  ***Description:*** Policy on the policy review cycle. Executive Committee minutes for the date(s) associated with the numbered documents may have further detail.  DP Policy Dist. Executive Committee 8/18/14.  Update 4/8/2015: Members of the Executive committee recommended another review of the proposed policy changes by the DPs and a discussion with the UPs prior to moving the policy to the Senate floor.  Update: Former FAC Chair Martha Horst submitted a 36-page report for the committee concerning the work of the 2014-15 FAC on both DP policy and UP policy (see below).  Update: The 2016-17 FAC completed the recommended work contained within the Horst report. It then suggested to the Executive Committee to place the policy on a Faculty Caucus agenda in order to receive wider feedback from a larger number of departments. Members of the Executive Committee felt that it was premature to discuss the policy in the Faculty Caucus due to the number of unresolved issues. They recommended an ad hoc committee comprised of the Senate chair, the 2014-15 FAC chair, a member of the 2016-17 FAC, and representatives of the DPs and UPs. FAC agreed to the formation of this ad hoc committee. That committee is pending for 2017-18.  ***Status:*** **Pending** |  |
| ***Associated Document(s):***  ***Distinguished Professors Policy***  ***2014-15 FAC report on DP/UP policy work*** | ***Document Number(s):*** **03.26.15.03**  **07.08.15.01** |



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| ***Subject:*** **Review Policy 3.3.7 Secondary/Outside Employment**  ***Description:*** Policy on the policy review cycle. Executive Committee minutes for the date(s) associated with the numbered documents may have further detail.  ***Status:*** **Pending** |  |
| ***Associated Document(s):***  ***Secondary/Outside Employment Policy*** | ***Document Number(s):*** **12.19.14.04** |



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| ***Subject:*** **Review Policy 3.3.9 Proceedings in Faculty Academic Freedom, Dismissal and Non-Reappointment Cases**  ***Description:*** Policy on the policy review cycle. Executive Committee minutes for the date(s) associated with the numbered documents may have further detail. Approved Academic Freedom Policy attached as reference document.  Changes to this policy are on hold pending URC finalization and Faculty Caucus approval of ASPT drafts on dismissal and reassignment/suspension for cause drafts. Numbered communications 01.23.14.01 and 01.23.14.02 were forwarded to URC in 2014, redrafted, and submitted to Faculty Caucus with other ASPT changes in 2015-16.  ***Other Notes:* 4/8/14:** The Faculty Affairs Committee submitted a report to Sam Catanzaro detailing the committee’s concerns with the current draft of a proposed Suspension/Dismissal Policy. Dr. Catanzaro will complete a new draft of the proposed policy and submit it to the senate for review next academic year. This draft will include input from FAC and URC. Addition by M. Horst, FAC Chair.  **8/1/14 Email from Senate Chairperson Susan Kalter:** “I'm uncomfortable with the idea of taking the words ‘Academic Freedom’ out of that policy's title.  We'll need to discuss whether this should really be considered a revision of the old policy, or a replacement of it with the Non-reappointment part moved to other policies, or a policy supplementing the current, active 3.3.9.   Not sure we can say that Academic Freedom can be moved or has been covered elsewhere, as there may be issues about it in some involuntary reassignment, suspension, and/or dismissal proceedings.”  **1/8/15:** The Faculty Affairs Committee received the latest draft of this document (now part of the **proposed 2015-16 revisions to the ASPT document**). We reviewed the document to ensure that suggestions that we made previously were included. We wrote up a report and reviewed this report with Sam Catanzaro in committee on 12/10/14. Because this document is now part of the **proposed 2015-16 revisions to the ASPT document**, the review process will now go through URC before moving to the Faculty Caucus. As well, the Faculty Affairs Committee discussed what to do with the standing university policy. We revised the policy. **This revised policy should simultaneously go forward with the ASPT revisions in the near future.** –Addition by M. Horst.  ***Status:*** **Pending** |  |
| ***Associated Document(s):***  ***Proceedings in Academic Freedom, Dismissal, and Non-Reappointment Cases Policy***  ***Proceedings… Policy Revised with Senate Chairperson comment***  ***ASPT Summary Revisions from URC***  ***ASPT Proposed Revisions with Comments from URC*** | ***Document Number(s):*** **09.15.10.03**  **12.12.16.01**  **07.30.15.03**  **07.30.15.04** |



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| ***Subject:*** **Review Policy 3.3.11 Endowed Chairs and Professorships**  ***Description:*** Policy on the policy review cycle. Executive Committee minutes for the date(s) associated with the numbered documents may have further detail.  ***Status:*** **Pending** |  |
| ***Associated Document(s):***  ***Endowed Chairs and Professorships Policy*** | ***Document Number(s):*** **11.17.15.01** |



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| ***Subject:*** **Policy 3.3.13 Academic Freedom**  ***Description:*** Policy on the policy review cycle.  ***Status:*** **Pending** |  |
| ***Associated Document(s):***  ***Policy 3.3.13 Academic Freedom CURRENT*** | ***Document Number(s):***  ***02.01.18.17*** |



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| ***Subject:*** **Policy 3.4.7 Employment for Teaching Purposes of Administrative/Professional Personnel**  ***Description:*** Policy on policy review cycle. See Executive Minutes 4/17/2017 for clarification.  ***Status:*** Pending |  |
| ***Associated Document(s):***  **Policy 3.4.7 Employment for Teaching Purposes of Administrative Professional Personnel** | ***Document Number(s):*** ***04.13.17.07*** |



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| **Subject:** **Policy 3.7.1 Graduate Assistant Appointment Procedure**  ***Description:*** Policy on policy review cycle  ***Status:*** **Pending** |  |
| ***Associated Document(s):***  ***Policy 3.7.1 Graduate Assistant Appointment Procedure CURRENT*** | ***Document Number(s):***  ***02.01.18.18*** |



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| ***Subject:*** **Policy 4.1.11 Export Control**  ***Description:*** Policy on policy review cycle. See Executive Minutes 4/17/2017 for clarification.  ***Status:*** |  |
| ***Associated Document(s):***  **Policy 4.1.11 Export Control Policy** | ***Document Number(s):*** ***04.13.17.08*** |



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| ***Subject:*** **Review Policy 4.1.13 Classified Research**  ***Description:*** Policy on the policy review cycle. Executive Committee minutes for the date(s) associated with the numbered documents may have further detail.  This policy was referred to the University Research Committee for review on 9/6/16.  UPDATE: UResCouncil submitted their revision on Aug1, 2017 to the Senate office.  ***Status:*** **Pending** |  |
| ***Associated Document(s):***  ***Classified Research Policy***  ***Policy 4.1.13 Classified Research***  ***Excerpts from 1/17/18 Executive Committee meeting*** | ***Document Number(s):*** **10.23.15.03**  ***08.18.17.06***  ***N/A*** |



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| ***Subject:*** **Policy 7.1.1 Significant Financial Interest Disclosure**  ***Description:*** Policy on policy review cycle. See Executive Minutes 4/17/2017 for clarification.  ***Status:*** **Pending** |  |
| ***Associated Document(s):***  **Policy 7.1.1 Significant Interest Disclosure** | ***Document Number(s):*** ***04.13.17.09*** |



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| ***Subject:*** **Policy 7.4.1 Grants and Contracts**  ***Description:*** Policy on policy review cycle.  ***Status:*** **Pending** |  |
| ***Associated Document(s):***  ***Policy 7.4.1 Grants and Contracts CURRENT*** | ***Document Number(s):***  ***02.01.18.19*** |



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| ***Subject:*** **Review Policy 7.4.7 Filling Grant Positions**  ***Description:*** Policy on the policy review cycle. Executive Committee minutes for the date(s) associated with the numbered documents may have further detail.  This policy was referred to the University Research Committee for review on 9/6/16.  UPDATE: UResCouncil submitted their revision on Aug1, 2017 to the Senate office.  ***Status:*** **Pending** |  |
| ***Associated Document(s):***  ***Filling Grant Positions Policy***  ***Policy 7.4.7 Filling Grant Positions*** | ***Document Number(s):*** **10.23.15.04**  ***08.18.17.11*** |



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| ***Subject:*** **Review Policy 7.6.3 Indirect Cost**  ***Description:*** Policy on the policy review cycle. Executive Committee minutes for the date(s) associated with the numbered documents may have further detail.  This policy was referred to the University Research Committee for review on 9/6/16.  UPDATE: UResCouncil submitted their revision on Aug1, 2017 to the Senate office.  ***Status:*** **Pending** |  |
| ***Associated Document(s):***  ***Indirect Cost Policy***  ***Policy 7.6.3 Indirect Cost*** | ***Document Number(s):*** **10.23.15.05**  ***08.18.17.10*** |

