Existing policies that need to go through Senate when revised

|  |  |  |  |
| --- | --- | --- | --- |
|  | Reviewed/revised on: | Year slated for review: | Status at Committee |
|  |  |  |  |
| 1.1 Equal Opportunity/Non-Discrimination Statement and Policy (Rules Committee) | 03/2017 | 2022 |  |
| 1.3 Americans with Disabilities Act (Administrative Affairs & Budget Committee) | 06/2012 | 2017 |  |
| 1.3.1 Reasonable Accommodations Procedures (Administrative Affairs & Budget Committee) | none | 2017 |  |
| 1.6 Religious Observances (Academic Affairs Committee) | 03/2013 | 2018 | IP AAC |
| 1.7 Use of Electronic Equipment for Surveillance Purposes (Administrative Affairs & Budget Committee) | 01/2011 | 2017 | IP AABC |
| 1.8 Integrity in Research and Scholarly Activities (University Research Council then Faculty Affairs Committee) | 05/2002 | 2017 | On IP FA Priority 2017-18  |
| 1.11 Academic Calendar (Administrative Affairs & Budget Committee) | 11/2013 | 2018 | IP AABC |
| 1.14 Sustainability Policy (Planning and Finance)  | 02/2017 | 2022 |  |
| 1.15 Whistleblower Policy (Rules Committee) | 06/2012 | 2017 | IP RULES |
| 1.18 ISU Compliance Program Policy (Rules Committee) | 05/2013 | 2018 | IP Rules |
| 1.19 Protection of Minors (Academic Affairs Committee) | 03/2016 | 2021 |  |
|  |  |  |  |
| 2.1.1 Student Records (Academic Affairs Committee) | 4/2017 | 2022 |  |
| 2.1.2 Eligibility for Student Health Service Benefits (Administrative Affairs & Budget Committee) | 01/2002 | 2017 | IP AABC |
| 2.1.9 Baccalaureate Degree Programs (Academic Affairs Committee) | 05/2016 | 2021 |  |
| 2.1.11 Satisfactory Academic Progress Required for Continued Financial Aid Eligibility (Academic Affairs Committee)  | 02/2015 | 2020 |  |
| 2.1.12 Pass/Fail - Credit/No Credit (Academic Affairs Committee) | 04/2015 | 2020 |  |
| 2.1.14 Withdrawal from a Course or Courses (Academic Affairs Committee) | 05/2016 | 2021 |  |
| 2.1.16 Tuberculosis Screening for International Students (Administrative Affairs & Budget Committee) | 08/2011 | 2017 | IP AABC |
| 2.1.17 Residency Status (Academic Affairs Committee) | 09/2017 | 2022 |  |
| 2.1.19 Verification of Student Identity (Academic Affairs Committee) | 04/2015 | 2020 |  |
| 2.1.21 Undergraduate Academic Good Standing, Probation, and Reinstatement (Academic Affairs Committee) | 11/2017 | 2022 |  |
|  |  |  |  |
| 3.1.11 Leave of Absence (covers military, bereavement, jury duty/subpoenaed witness, educational, voting, school conferences, religious observances, disaster service volunteer) | 02/2017 | 2022 |  |
| 3.1.16 Disclosure of Economic Interests (Rules Committee) | 05/2016 | 2021 |  |
| 3.1.29 Right of Access to Personnel Files (University Review Committee, then Faculty Affairs Committee/Faculty Caucus)  | 01/2002 | 2017 | IP FA |
| 3.1.30 Criminal Background Investigation Policy (Rules Committee)  | 05/2015 | 2020 |  |
| 3.1.35 Acceptance of Personal Gifts | 06/2004 | 2017 |  |
| 3.1.37 Employee Assistance Program (Administrative Affairs & Budget Committee) | 2/2016 | 2021 |  |
| 3.1.44 Consensual Relations (Rules Committee) | 02/2004 | 2017 |  |
| 3.1.45 Recruitment (Administrative Affairs & Budget Committee) | 03/2004 | 2017 | IP AABC |
|  |  |  |  |
| 3.2.1 Academic Personnel Policy (Faculty Affairs Committee) | 11/2014 | 2019 |  |
| 3.2.2 Search Committees (Administrative Affairs & Budget Committee) | 01/2015 | 2020 | IP AABC |
| 3.2.3 Academic Notice of Appointments (Faculty Affairs Committee) | 06/2014 | 2019 |  |
| 3.2.4 Salary Adjustments (University Review Committee/Faculty Caucus) | 09/2014 | 2019 | IP FA |
| 3.2.7 Sick Leave (Administrative Affairs and Budget Committee) | 11/2015 | 2020 |  |
| 3.2.8 Sabbatical Leave (Faculty Affairs Committee) | 12/2015 | 2020 |  |
| 3.2.9 Leave Without Pay (Faculty Affairs)  | 11/2001 | 2017 | IP FA |
| 3.2.10 Emeritus Academic Employees Defined (Faculty Affairs Committee) | 09/2004 | 2017 | IP FA |
| 3.2.11 Employment in Excess of Full Time Appointment (Faculty Affairs) | 12/2005 | 2017 | IP FA |
| 3.2.12 Ombudsperson Policy (Faculty Affairs Committee) | 11/2012 | 2017 | IP FA |
| 3.2.13 Administrator Selection (Administrative Affairs & Budget Committee) | 10/2005 | 2017 | IP AABC |
| 3.2.14 Assignment of Persons Holding Faculty Rank to Administrative or Other Nondepartmental Positions (Faculty Affairs Committee) | 12/2017 | 2022 |  |
| 3.2.17 Creation of Academic Policy (Rules Committee) | 2017 | 2022 |  |
| 3.2.18 Oral English Proficiency (Academic Affairs Committee) | 04/2017 | 2022 |  |
|  |  |  |  |
| 3.3 University Professors (Faculty Affairs) | 11/2009 | 2017 | IP FA |
| 3.3.1 Authorization of Faculty Tenure-Track Positions (Administrative Affairs & Budget Committee) | 04/2017 | 2022 |  |
| 3.3.2 Faculty Hiring Procedure (University Review Committee, then Faculty Affairs Committee/Faculty Caucus)  | 01/2018 | 2023 |   |
| 3.3.3 Academic Ranks (Faculty Affairs)  | 12/2017 | 2022 |  |
| 3.3.5 Distinguished Professors (Faculty Affairs)  | 11/1981 | 2017 | IP FA |
| 3.3.7 Secondary/Outside Employment (Faculty Affairs) | 12/2005 | 2017 | IP FA |
| 3.3.8 Faculty Academic Freedom, Ethics, and Grievance (Faculty Caucus) | 10/2016 | 2021 |  |
| 3.3.9 Proceedings in Faculty Academic Freedom, Dismissal, and Non-Reappointment Cases (Faculty Caucus) | 08/1999 | 2017 | IP FA |
| 3.3.10 Termination Notification of Faculty (University Review Committee, then Faculty Affairs Committee/Faculty Caucus) | 04/2011 | 2017 |  |
| 3.3.11 Endowed Chairs and Professorships | 04/2011 | 2017 | IP FA  |
|  |  |  |  |
| 3.5.2 Contractual Continued Service – Faculty Associates (Faculty Affairs Committee) | 07/2016 | 2021 |  |
|  |  |  |  |
| 4.1.1 Honorary Degree Policy (Faculty Affairs Committee) | 11/2014 | 2019 |  |
| 4.1.2 Course Proposals for Undergraduate and Graduate Courses (Academic Affairs Committee) | 03/2017 | 2022 |  |
| 4.1.3 Textbooks (Academic Affairs Committee) | 09/2015 | 2020 |  |
| 4.1.5 Final Examinations (Academic Affairs Committee) | 02/2015 | 2020 |  |
| 4.1.7 Organizational Change (Planning & Finance) | 4/2017 | 2022 |  |
| 4.1.9 Disestablishment of Academic Units (Faculty Affairs Committee) | 02/2008 | 2017 |  |
| 4.1.10 Intellectual Property (Faculty Affairs Committee) | 04/2016 | 2021 |  |
| 4.1.12 Sale of Instructional Materials (Academic Affairs Committee)  | 03/2015 | 2020 |  |
| 4.1.13 Classified Research (University Research Council, then Faculty Affairs Committee) | 01/2011 | 2017 | IP FA  |
| 4.1.14 Laboratory Schools (Administrative Affairs & Budget Committee) | 04/2017 | 2022 |  |
| 4.1.15 Sale/Solicitation of Academic Assignments (Academic Affairs Committee)  | 03/2015 | 2020 |  |
| 4.1.16 Non-Traditional Constituents (Academic Affairs Committee)  | 03/2017 | 2022 | IP AAC |
| 4.1.17 Classroom Disruption (Academic Affairs Committee) | 09/2015 | 2020 |  |
| 4.1.18 Transfer of Credit from Other Institutions (Academic Affairs Committee) | 04/2017 | 2022 |  |
| 4.1.19 Credit Hour Policy (Academic Affairs Committee) | 04/2017 | 2022 |  |
| 4.1.20 Final Course Grade Challenge Policy (Academic Affairs Committee) | 04/2012 | 2017 | IP FA |
|  |  |  |  |
| 5.1.1 Concealed Carry and Prohibited Weapons (Rules Committee) | 08/2014 | 2019 |  |
| 5.1.5 Drug-Free Workplace (Rules Committee) | 01/2002 | 2007 | IP RULES |
| 5.1.7 Smoking and Tobacco Use (Rules Committee) | 06/2015 | 2020 |  |
| 5.1.20 Alcohol Policy (Rules Committee) | 07/2014 | 2017 | IP Rules |
| 5.1.21 Advertisement or Sponsorship of Activities, Events, or Programs Involving Alcohol (Rules Committee) | 02/2004 | 2017 |  |
|  |  |  |  |
| 6.1.3 Space Management and Planning (Administrative Affairs & Budget Committee) | 09/2003 | 2017 | IP AABC |
| 6.1.13 Amplification | 04/2005 | 2017 | IP AABC |
| 6.1.14 Solicitation Policy (Rules Committee) | 11/2007 | 2017 |  |
| 6.1.16 Display of Flags on Campus (Administrative Affairs & Budget Committee) | 01/2015 | 2020 | IP AABC |
| 6.1.37 Facilities Naming (Administrative Affairs & Budget Committee) | 04/2011 | 2017 | IP AABC |
| 6.1.40 Drone Policy Unmanned Aircraft Systems (Rules Committee)  | Not Posted |  |  |
| 6.2.3 Space Planning (Administrative Affairs & Budget Committee) | 09/2003 | 2017 | IP AABC |
|  |  |  |  |
| 7.1.4 Inspection, Examination, Use and Control of University Financial Records (Administrative Affairs & Budget Committee) | 10/2016 | 2021 |  |
| 7.1.10 Fundraising (Planning and Finance)  | 12/2016 | 2021 |  |
|  |  |  |  |
| 7.2.1 Parking Lots and Spaces (Parking and Transportation Committee, then Administrative Affairs & Budget Committee) | 11/2001 | 2017 |  |
| 7.2.2 Permits for Parking (Parking and Transportation Committee, then Administrative Affairs & Budget Committee)  | 04/2014 | 2019 |  |
| 7.2.3 Parking Permit Types (Parking and Transportation Committee, then Administrative Affairs & Budget Committee) | 11/2001 | 2017 |  |
| 7.2.4 Parking Citations (Parking and Transportation Committee, then Administrative Affairs & Budget Committee) | 11/2001 | 2017 |  |
| 7.2.5 Motor Assistance Program (Parking and Transportation Committee, then Administrative Affairs & Budget Committee) | 11/2001 | 2017 |  |
|  |  |  |  |
| 7.4.2 Proposal Flow and Review (Faculty Affairs) | 01/2018 | 2023 |  |
| 7.4.5 Time and Effort Reporting (Faculty Affairs) | 01/2018 | 2023 |  |
| 7.4.6 Cost-Sharing Confirmation Report (Faculty Affairs) | 01/2018 | 2023 |  |
| 7.4.7 Filling Grant Positions (Faculty Affairs Committee) | 09/2004 | 2017 | IP FA  |
|  |  |  |  |
| 7.6.3 Indirect Cost (Faculty Affairs Committee) | 10/2013 | 2018 | IP FA  |
|  |  |  |  |
| 7.7.1 Accounts Receivable (student) (Academic Affairs Committee) | 02/2017 | 2022 |  |
| 7.7.2 Financial Aid Distribution (Academic Affairs Committee) | 04/2017 | 2022 |  |
| 7.7.3 Course Material Fees (Academic Affairs Committee) | 02/2017 | 2022 |  |
| 7.7.4 Federal Perkins Loan (Academic Affairs Committee) | 02/2017 | 2022 |  |
| 7.7.5 Refunds (Academic Affairs Committee) | 02/2017 | 2022 |  |
| 7.7.6 Registration Blocks (Academic Affairs Committee) | 04/2004 | 2017 | IP AAC |
| 7.7.7 Student Billing (Academic Affairs Committee) | 02/2017 | 2022 |  |
|  |  |  |  |
| 7.8.1 Operating Budget (Administrative Affairs & Budget Committee) | 09/2004 | 2017 | IP AABC |
|  |  |  |  |
| 8.1.1 Television Programming (Administrative Affairs & Budget Committee) | 06/1975 | 2017 | IP AABC |
| 8.1.5 Service Departments (Administrative Affairs & Budget Committee) | 05/2003 | 2017 | IP AABC |
|  |  |  |  |
| 8.5.1 University Library (Academic Affairs Committee) | 04/2015 | 2020 |  |
|  |  |  |  |
| 9.2 Policy on Appropriate Use/9.2.1 Procedures for Appropriate Use Violations | 12/2011 | 2017 | IP RULES |
|  |  |  |  |
| 9.5 Policy on University Websites | 01/2011 | 2017 | IP RULES |
| 9.5.1 Procedures for Establishing a Web Presence and Domain Names | 01/2011 | 2017 | IP RULES |
| 9.5.2 Procedures for Establishing Essential Elements in a University Website with a Public Presence | 01/2011 | 2017 | IP RULES |
| 9.5.3 Procedures for meeting Website Accessibility Requirements | 01/2011 | 2017 | IP RULES |
| 9.5.4 Procedures for Submitting Campus Map Updates and Special University-Wide Web Images and Announcements | 01/2011 | 2017 | IP RULES |
| 9.5.5 Procedures for University Web Privacy Notices and Practices | 02/2011 | 2017 | IP RULES |
|  |  |  |  |
| 9.6 Policy on Student Computer Ownership (Academic Affairs Committee) | 09/2015 | 2020 |  |
|  |  |  |  |
| 9.7 Policy on Campus Mass Electronic Communication (Rules Committee)  | 12/2010 | 2017 | IP RULES |
| 9.7.1 Procedures for Use of Mass Electronic Communication (Rules Committee) | 12/2010 | 2017 | IP RULES |

Policies whose Senate review status awaits Executive Committee determination

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
| 1.2 Anti-Harassment and Non-Discrimination Policy | 07/2016 | 2021 |  |
| 1.2.1 Anti-Harassment & Non-Discrimination Policy Complaint Procedures (Rules Committee) | None | None |  |
| 1.4 University Identity Theft Prevention Program Policy / 1.4.1 Procedures for University Identity Theft Prevention Program and Red Flags Identification, Detection and Response | 04/2009 | 2014 |  |
| 1.10 Code of Responsibility for Security and Confidentiality of Data (Faculty Affairs Committee) | 03/2007 | 2012 |  |
| 1.13 Identity Protection | 11/2009 | 2014 |  |
| 1.16 Recruitment of Service Members (Academic Affairs Committee) | 01/2013 | 2018 | IP AAC |
| 1.17 Code of Ethics / 1.17A. Professional Relationships/3.3.12A, 3.3.12B, 3.3.12C. Appendices to Code of Ethics (Rules Committee) | 04/2013 | 2018 |  |
|  |  |  |  |
| 2.1.6 Undergraduate Proficiency Examination (Academic Affairs Committee) | 11/2012 | 2017 |  |
| 2.1.7 College Level Examination Program (Academic Affairs Committee) | 11/2012 | 2017 |  |
| 2.1.8 Community College and Other Transfer Students (Academic Affairs Committee) | 10/2013 | 2018 |  |
| 2.1.10 Deans' List (Academic Affairs Committee) | 10/2013 | 2018 |  |
|  |  |  |  |
| 2.1.18 Sexual Assault/Abuse (Now Policy 1.2) (Academic Affairs Committee) (refers people to 1.2, but student policy tabs)  | 7/2016 | 2021 |  |
| 2.1.20 Equitable Treatment of Students Participating in University Sponsored Events (Academic Affairs Committee) | 04/2010 | 2015 | IP AAC |
| 2.1.23 Transcripts (Academic Affairs Committee) | 03/2012 | 2017 | IP AAC |
| 2.1.24 Transcript Holds (Academic Affairs Committee) | 05/2003 | 2008 | IP AAC |
| 2.1.25 Short-Term Emergency Student Loans (Academic Affairs Committee) | 04/2013 | 2018 | IP AAC |
| 2.1.26 Student Absences Due to Service as a Volunteer Emergency Worker (Academic Affairs Committee) | 04/2010 | 2015 | IP AAC |
| 2.1.27 Student Bereavement Policy (Academic Affairs Committee) | 04/2013 | 2018 | IP AAC |
|  |  |  |  |
| 2.2.1 Student Employment (Academic Affairs Committee) | 06/2002 | 2007 | IP AAC |
| 2.2.2 Student Time Card Procedures (Academic Affairs Committee) | 04/2015 | 2020 |  |
|  |  |  |  |
| 3.1.1 Categories of University Staff | 01/2002 | 2007 |  |
| 3.1.2 Titles | 01/2002 | 2007 |  |
| 3.1.3 Family Relationships | 01/2002 | 2007 |  |
| 3.1.4 Administrative Increment | 02/2007 | 2012 |  |
| 3.1.13 Domestic Partner Benefit Program / 3.1.13a Domestic Partner Health Insurance Premium Reimbursement (Faculty Affairs Committee) | 12/2013 | 2018 |  |
| 3.1.17 Educational Benefits | 07/2014 | 2019 |  |
| 3.1.21 Tax Deferred Compensation Plan | 07/2013 | 2018 |  |
| 3.1.28 Rehiring of Retirees | 07/2014 | 2019 |  |
| 3.1.31 Work at Home Guidelines for Non-Faculty Appointments | 05/2013 | 2018 |  |
| 3.1.36 Wellness Participation | 07/2013 | 2018 |  |
| 3.1.38 Sick Leave Bank Program | 05/2013 | 2018 |  |
| 3.1.41 Twelve-Month Optional Payment Plan (Faculty Affairs Committee) | 08/2013 | 2018 |  |
| 3.1.42 Exempt Employees Benefit Reporting | 09/2014 | 2019 |  |
| 3.1.47 Nursing Mothers in the Workplace | 02/2013 | 2018 |  |
|  |  |  |  |
| 3.2.6 Tenure (Faculty Affairs Committee) | 04/2012 | 2017 |  |
| 3.2.15 Administrator Evaluation (Administrative Affairs & Budget Committee) | 03/2012 | 2017 |  |
| 3.2.16 Academic Dean Responsibilities, Appointment, Compensation, Terms, and Evaluations (Administrative Affairs & Budget Committee) | 04/2012 | 2017 |  |
| 3.2.19 Shared Governance Policy (Rules Committee) | 04/2013 | 2018 |  |
|  |  |  |  |
| 3.3.4 Nontenure Track Faculty Classifications (Faculty Affairs Committee) | 10/2013 | 2018 |  |
| 3.3.6 Academic Department Chairperson Responsibilities, Appointment, Compensation, Terms, Evaluation (Administrative Affairs & Budget Committee) | 04/2012 | 2017 |  |
| 3.3.13 Academic Freedom Policy (Faculty Affairs Committee) | 04/2013 | 2018 |  |
|  |  |  |  |
| 3.4.1 Approval of Administrative/Professional Titles (Faculty Affairs Committee – due to Library question) | 02/2007 | 2012 |  |
| 3.4.2 Establishing New and Refilling Existing Administrative/Professional Positions (Faculty Affairs Committee – due to Library question) | 02/2007 | 2012 |  |
| 3.4.7 Employment for Teaching Purposes of Administrative/Professional Personnel (Faculty Affairs Committee) | 04/2007 | 2012 | IP FA |
| 3.4.8 Educational Leave, Administrative/Professional Personnel | None  | None |  |
| 3.4.10 Administrative/Professional Grievance Procedures | 02/2014 | 2019 |  |
| 3.4.13 Use of External Search Firms Policy (Administrative Affairs & Budget Committee) | 01/2015 | 2020 |  |
| 3.4.14 Administrative/Professional Attendance and Punctuality | 09/2014 | 2019 |  |
| 3.4.15 Administrative/Professional Non-Exempt Hourly Work Time | 09/2014 | 2019 |  |
|  |  |  |  |
| 3.6.21 Civil Service Grievance Procedures | 02/2014 | 2019 |  |
|  |  |  |  |
| 3.7.1 Graduate Assistant Appointment Procedure (Academic Affairs Committee) | 08/2013 | 2018 |  |
|  |  |  |  |
| 4.1.4 Dress Codes (Academic Affairs Committee) | 03/2013 | 2018 | IP AAC |
| 4.1.6 Grading Practice (Academic Affairs Committee) | 04/2013 | 2018 | IP AAC |
| 4.1.8 Program Priorities (Rules Committee) | None  | None |  |
| 4.1.11 Export Control (Faculty Affairs Committee) | 03/2012 | 2017 | IP FA |
| 4.1.21 Distance Education (Academic Affairs Committee) | 09/2013 | 2018 | IP AAC |
|  |  |  |  |
| 5.1.8 Skateboarding Activities | None | None |  |
| 5.1.10 Severe Weather and Natural Disaster Policy | 12/2002 | 2007 |  |
| 5.1.12 Proper Operation of University in Case of Disruptive Activity | None  | None |  |
| 5.1.13 Hazing and Pre-Initiation Activities (Academic Affairs Committee) | None  | None |  |
| 5.1.19 University Violence Policy (Rules Committee) | 12/2013 | 2018 |  |
|  |  |  |  |
| 5.2.3 Timely Warning Policy | 01/2013 | 2018 |  |
|  |  |  |  |
| 5.4.1 Employee Representation and Indemnification | 10/26/2006 | 2011 |  |
| 5.4.2 Automobile Insurance | 10/26/2006 | 2011 |  |
| 5.4.3 Insurance - Special Needs | 11/19/2006 | 2011 |  |
| 5.4.4 Insurance Requirements - Vendors, Service providers, Contractors, Consultants, and Outside Users of Facilities | 11/10/2006 | 2011 |  |
|  |  |  |  |
| 6.1.4 Use of University General Revenue Buildings and Facilities | 10/2009 | 2014 |  |
| 6.1.9 Operation of University Medical Treatment Facilities | 10/2009 | 2014 |  |
| 6.1.10 Building Security | 12/2009 | 2014 |  |
| 6.2.2 Processing – Change Orders/Pay Requests/CDB | 09/2003 | 2008 |  |
|  |  |  |  |
| 7.1.1 Significant Financial Interest Disclosure (Faculty Affairs Committee) | 07/03/2007 | 2012 | IP FA |
| 7.1.2 Budget Control | None  | None |  |
| 7.1.13 Trademarks | None  | None |  |
| 7.1.22 Foundation | 07/2013 | 2018 |  |
| 7.1.28 Cash Travel Advance | None  | None |  |
| 7.1.32 Access to Accounting Computer Transactions | None | None |  |
| 7.1.33 Coding | None | None |  |
|  |  |  |  |
| 7.4.1 Grants and Contracts (University Research Council, then Faculty Affairs Committee) | 10/2013 | 2018 |  |
|  |  |  |  |
| 7.5.2 University Acceptance of Credit Cards | 07/2008 | 2013 |  |
|  |  |  |  |
| 7.7.8 Scholarship Waivers, Tuition Waivers and Faculty/Staff Tuition Waivers | 07/2013 | 2018 |  |
| 7.7.9 Tuition and Fees | 04/2013 | 2018 |  |
|  |  |  |  |
| 8.1.3 Procedures for Maintenance, Mileage Reporting, and Transfer of University Owned Vehicles | 06/2014 | 2019 |  |
| 8.1.9 On-Line Fleet Reservation System | None | None |  |
| 8.1.15 Redbird Card Office | 02/2013 | 2018 |  |
|  |  |  |  |
| 9.4.9 Procedure for Acquisition of Mobile Communications Equipment and Related Data Services for University Business / FAQ | 10/2013 | 2018 |  |
|  |  |  |  |
| 9.8 Policy on Information Resource Access and Security | 10/26/2011 | 2016 |  |
| 9.8.1 Data Classification Procedure | 01/2015 | 2020 |  |
| 9.8.2 Procedure for Securing and Accessing Each Data/System Classification | 07/2013 | 2018 |  |
| 9.8.3 Procedures Define Enterprise Data Repository Management Roles and Responsibilities | 07/2013 | 2018 |  |
| 9.8.4 Procedures for Requesting, Granting, and Removing Access to the Enterprise Data Repository | 07/2013 | 2018 |  |
| 9.8.5 Procedures for Non-Affiliated Individuals Requesting Access | 07/2013 | 2018 |  |
| 9.8.6 Procedures for Information Technology Security Incident Reporting | 07/2013 | 2018 |  |
| 9.8.7 Procedures for Administration of the Enterprise Data Repository | 07/2013 | 2018 |  |
| 9.8.8 Electronic Signature Procedures | 07/2013 | 2018 |  |

Existing policies that generally do not need Senate attention when revised

|  |  |  |
| --- | --- | --- |
| 1.12 State Officials and Employees Ethics Act (SOEEA) | 03/2015 | 2020 |
|  |  |  |
| 2.1.3 Medical Entrance Requirements for Students | 06/2014 | 2019 |
| 2.1.4 Hepatitis B Immunization Policy | 01/2002 | 2007 |
|  |  |  |
| 3.1.5 Holiday Policy | 09/2014 | 2019 |
| 3.1.6 Administrative Closings Policy | 09/2014 | 2019 |
| 3.1.7 Group Insurance | 08/1999 | 2004 |
| 3.1.8 State Universities Retirement System (SURS) Disability | 08/1999 | 2004 |
| 3.1.9 Unemployment Compensation | 08/1999 | 2004 |
| 3.1.10 Worker's Compensation | 01/2002 | 2007 |
| 3.1.12 Federal Family and Medical Leave | 08/1999 | 2004 |
| 3.1.15 Retirement | 08/1999 | 2004 |
| 3.1.20 Dependent Care Assistance Program | 01/2002 | 2007 |
| 3.1.22 Adoption Benefit Program | 01/2002 | 2007 |
| 3.1.23 Stop Payments and Reissues of Payroll Checks | 05/2003 | 2008 |
| 3.1.24 Tax Forms (W-2’s and W-4’s) | 06/2002 | 2007 |
| 3.1.25 Transfer of Benefits | 06/2006 | 2007 |
| 3.1.26 Employee vs. Independent Contractor | 04/2004 | 2009 |
| 3.1.27 Pay Out Procedure | 05/2003 | 2008 |
| 3.1.32 University Property | 05/2011 | 2016 |
| 3.1.34 Removal of Goods from University Property | 01/2002 | 2007 |
| 3.1.39 Address and Name Changes | 12/2016 | 2021 |
| 3.1.42 Exempt Employees Benefit Reporting Policy | 09/2014 | 2019 |
| 3.1.43 Payroll Offset | 05/2003 | 2008 |
| 3.1.46 Customer Service & Professional Conduct Expectations for Civil Service Employees | 05/2011 | 2016 |
|  |  |  |
| 3.2.5 Vacation Policy | 09/2014 | 2019 |
|  |  |  |
| 3.4.3 Administrative/Professional Hiring Procedure | 04/2007 | 2012 |
| 3.4.4 Reconsideration of Administrative/Professional (non-rank) Position Grade Level | 02/2007 | 2012 |
| 3.4.5 Administrative/Professional Position Cyclic Review | 02/2007 | 2012 |
| 3.4.6 Grant Only Personnel | 02/2007 | 2012 |
| 3.4.9 Administrative/Professional Staff Performance Appraisal | 11/2011 | 2016 |
| 3.4.11 Administrative/Professional Staff Notification of Non-Reappointment | 02/2007 | 2012 |
| 3.4.12 Alternate Work Schedules | 09/2014 | 2019 |
|  |  |  |
| 3.5.1 Laboratory School/Faculty Associate Hiring Procedure  | 4/2017 | 2022 |
| 3.5.3 Faculty Associate Non-Accumulative Personal Leave | 4/2017 | 2022 |
|  |  |  |
| 3.6.1 Civil Service Non-Exempt (Hourly) Work Time Policy | 09/2014 | 2019 |
| 3.6.4 Civil Service Staff Performance Appraisal | 08/2001 | 2006 |
| 3.6.5 Civil Service Layoff | 05/2011 | 2016 |
| 3.6.9 Civil Service Hiring Procedure | 05/2011 | 2016 |
| 3.6.16 Civil Service Corrective Behavior System | 01/2002 | 2007 |
| 3.6.18 Civil Service Attendance and Punctuality Policy | 09/2014 | 2019 |
| 3.6.19 Civil Service Probationary Period | 04/2011 | 2016 |
| 3.6.21 Civil Service Grievance Procedures | 02/2014 | 2019 |
| 3.6.22 Civil Service Personal Convenience Leave | 05/2011 | 2016 |
| 3.6.23 Civil Service Job Description & Cyclic Review | 06/2001 | 2006 |
| 3.6.25 Civil Service Alternate Work Schedules | 09/2014 | 2019 |
| 3.6.26 Civil Service Hourly Timesheet Procedure | 04/2015 | 2020 |
|  |  |  |
| 5.1.9 Dogs, Cats, and Other Animals | 01/2002 | 2007 |
| 5.1.11 Golf Carts and Authorized Governmental Vehicles on Campus | 03/2010 | 2015 |
| 5.1.14 Health and Safety | 05/01/2001 | 2006 |
| 5.1.15 Emergency Response and Evacuation Procedures | 10/2010 | 2015 |
|  |  |  |
| 5.2.1 Reporting Crimes | 12/2012 | 2017 |
| 5.2.2 Missing Person Notification Policy | 03/2010 | 2015 |
|  |  |  |
| 5.3.1 Fire Safety/Medical Assistance Procedures | 05/03/2001 | 2006 |
| 5.3.2 Hazardous Materials: Employees’ Right to Know | 05/01/2001 | 2006 |
| 5.3.3 Asbestos Management | 05/01/2001 | 2006 |
| 5.3.4 Radiation Safety Procedure | 05/01/2001 | 2006 |
| 5.3.5 Occupational Safety | 05/01/2001 | 2006 |
| 5.3.6 Industrial Hygiene | 05/01/2001 | 2006 |
| 5.3.7 Biosafety | 05/01/2001 | 2006 |
| 5.3.8 Hazardous Waste Management Procedures | 05/01/2001 | 2006 |
| 5.3.9 Safety Training | 05/01/2001 | 2006 |
| 5.3.10 Sanitation | 05/01/2001 | 2006 |
|  |  |  |
| 6.1.5 Use of Sports and Recreational Facilities | 01/17/2007 | 2012 |
| 6.1.6 Recreational Use of University Recreational Facilities | 01/17/2007 | 2012 |
| 6.1.7 Use of Grove Street Property | 01/2015 | 2020 |
| 6.1.8 Soccer Goal Safety and Education Policy  | 10/2001 | 2016 |
| 6.1.11 University Key Policy  | 04/2004 | 2009 |
| 6.1.12 Recycling, Waste Reduction, and Procurement of Recycled Products | 10/2002 | 2007 |
| 6.1.15 Exterior Communications: Signs, Banners, Plaques, Temporary Signs, and Other Exterior Displays | 04/2005 | 2010 |
| 6.1.29 Outdoor Event Notification | 02/2002 | 2007 |
| 6.1.30 Homecoming Float Storage | 02/2002 | 2007 |
| 6.1.31 Requests for Special Services | 02/2002 | 2007 |
| 6.1.38 University Property Control6.1.39 Central Receiving Policy and Procedures  | 12/01/200206/2011 | 20072016 |
|  |  |  |
| 6.2.1 Facilities Planning (Administrative Affairs & Budget Committee) | 06/2011 | 2016 |
|  |  |  |
| 7.1.3 Internal Auditing Charter | 09/2012 | 2017 |
| 7.1.5 Freedom of Information Act Implementation Rules Committee Policy | 01/2010 | 2015 |
| 7.1.6 Receipt and Disbursement of All University Funds  | 04/17/1975 | 1980 |
| 7.1.7 Income Deposit Requirement  | 02/2004 | 2009 |
| 7.1.8 Petty Cash and Change Funds  | 11/2010 | 2015 |
| 7.1.9 Advertising Policy | 11/2005 | 2010 |
| 7.1.11 University Entertainment  | 06/2004 | 2009 |
| 7.1.12 University Organization Sales Policy  | 06/2004 | 2009 |
| 7.1.23 Check Distribution and Automatic Deposit  | 05/2003 | 2008 |
| 7.1.24 Check Cashing  | 05/2003 | 2008 |
| 7.1.25 Financial Statements  | 05/2003 | 2008 |
| 7.1.26 Chart of Accounts  | 05/2003 | 2008 |
| 7.1.27 Court of Claims  | 05/2003 | 2008 |
| 7.1.29 Sponsorships Policy | 09/2002 | 2007 |
| 7.1.30 Use of Tax Numbers  | 02/2015 | 2020 |
| 7.1.31 Auxiliary Facilities System  | 07/2015 | 2020 |
| 7.1.33 Coding  | None | None |
| 7.1.34 Coding Guidelines  | 03/2004 | 2009 |
| 7.1.35 Account Number Structure  | 03/2004 | 2009 |
| 7.1.36 Credit Card Use  | 06/2011 | 2016 |
| 7.1.37 Moving Expenses  | 04/2004 | 2009 |
| 7.1.38 Fiscal Agents  | 04/2004 | 2009 |
| 7.1.39 Honorariums | 01/2018 | 2023 |
| 7.1.40 Contracting  | 04/2004 | 2009 |
| 7.1.41 Consultants  | 04/2004 | 2009 |
| 7.1.42 Expenditure/Contact Authority  | 04/2004 | 2009 |
| 7.1.43 Internal Control & Internal Auditing  | 04/2004 | 2009 |
| 7.1.44 Fiscal Agent Change  | 10/2014 | 2019 |
| 7.1.45 Fixed Assets  | 04/2004 | 2009 |
| 7.1.46 1099 Reporting  | 06/2011 | 2016 |
| 7.1.47 Appropriated Funds  | 04/2004 | 2009 |
| 7.1.48 Appropriated Operating Funds  | 04/2004 | 2009 |
| 7.1.49 Appropriated Capital Funds  | 04/2004 | 2009 |
| 7.1.50 Non-appropriated Funds  | 04/2004 | 2009 |
| 7.1.51 Fund Accounting & Lapse Period  | 04/2004 | 2009 |
| 7.1.52 Statute Reference  | 04/2004 | 2009 |
| 7.1.53 Types of University Funds  | 04/2004 | 2009 |
| 7.1.54 Retailer's Occupation Tax (state sales tax) & City of Bloomington/Town of Normal Prepared Food and Beverage Sales Tax  | 04/2004 | 2009 |
| 7.1.55 Record Retention  | 04/2004 | 2009 |
| 7.1.56 Signature Cards  | 04/2004 | 2009 |
| 7.1.57 Outstanding Checks  | 04/2004 | 2009 |
| 7.1.58 Stop Payments  | 05/2003 | 2008 |
| 7.1.59 Unrelated Business Income Tax (UBIT)  | 04/2004 | 2009 |
| 7.1.60 Taxes  | 04/2004 | 2009 |
| 7.1.61 Reissued Checks  | 04/2004 | 2009 |
| 7.1.62 Void Checks  | 04/2004 | 2009 |
| 7.1.63 Re-deposits (credits of expenditures)  | 04/2004 | 2009 |
|  |  |  |
| 7.3.1 Purchasing-Procurement, Statutory and Other Compliance  | 06/2011 | 2016 |
| 7.3.2 Procurement Authority  | 06/2011 | 2016 |
| 7.3.6 Purchase Orders  | 11/2001 | 2006 |
| 7.3.9 Travel Services  | 10/2003 | 2008 |
| 7.3.10 Invoice Vouchers  | 06/2011 | 2016 |
| 7.3.12 Travel Vouchers and Reimbursement  | 10/2003 | 2008 |
| 7.3.13 Group Travel  | 10/2003 | 2008 |
| 7.3.14 Leases of Real Property | 06/2011 | 2016 |
|  |  |  |
| 7.4.3 Fringe Benefit Rate Policy | 06/2002 | 2007 |
| 7.4.4 Budget Transfers – Grants  | 06/2002 | 2007 |
|  |  |  |
| 7.5.1 Deposit Slips  | 09/2004 | 2009 |
|  |  |  |
| 7.6.1 Excess Funds  | 04/2004 | 2009 |
| 7.6.2 External Bank Accounts  | 04/2004 | 2009 |
| 7.6.4 Funds Availability for Agency Accounts  | 10/2014 | 2019 |
| 7.6.5 Agency Funds  | 10/2014 | 2019 |
| 7.6.6 Establishing a New Agency Account  | 04/2004 | 2009 |
|  |  |  |
| 7.8.2 Position Control  | 09/2004 | 2009 |
| 7.8.3 Personnel Transfers  | 09/2004 | 2009 |
| 7.8.4 Fiscal Officer Responsibility  | 09/2004 | 2009 |
| 7.8.5 Budget Officer Changes  | 09/2004 | 2009 |
| 7.8.6 Personnel/Payroll System  | 09/2004 | 2009 |
| 7.8.7 Appropriation Process  | 09/2004 | 2009 |
|  |  |  |
| 8.1.2 Use of University Owned Vehicles | 10/2002 | 2007 |
| 8.1.4 Moving Heavy Equipment | 10/2002 | 2007 |
| 8.1.6 Garage (Fleet) Service Department | 02/2002 | 2007 |
| 8.1.7 Printing Services Policy | 09/2003 | 2008 |
| 8.1.8 Fleet Vehicles | 02/2002 | 2007 |
| 8.1.10 Fleet Vehicle Request Using Multi-Part Form | 02/2002 | 2007 |
| 8.1.11 University Vehicle Credit Card Use  | 02/2004 | 2009 |
| 8.1.12 Fleet Vehicle Accident Procedures | 02/2002 | 2007 |
|  |  |  |
| 8.3.1 Mail Services – Incoming Mail Policy | 08/2001 | 2006 |
| 8.3.2 Mail Services – Outgoing Mail Policy | 12/2000 | 2005 |
| 8.3.3 Mail Services – Campus Mail Policy | 12/2000 | 2005 |
| 8.3.4 Mail Services – General Policies | 08/2001 | 2006 |
|  |  |  |
| 9.1 Policy on Review, Approval and Compliance with Information Technology Policies, Procedures and Guidelines | 08/2007 | 2012 |
|  |  |  |
| 9.2.2 Password Procedure | 07/01/2014 | 2019 |
|  |  |  |
| 9.3 Policy on Wireless Radio Frequency Airspace | 04/2007 | 2012 |
|  |  |  |
| 9.4 Policy on Telecommunications and Networking | 04/2007 | 2012 |
| 9.4.1 Procedures for Underground Telecommunications and Networking Distribution System | 05/2007 | 2012 |
| 9.4.2 Procedures for Connection to the University’s Telecommunications and Networking Infrastructure  | 05/2007 | 2012 |
| 9.4.3 Procedures for Low Voltage Media Installations | 05/2007 | 2012 |
| 9.4.4 Procedures for Telecommunications and Networking Installations in New and Remodeled Space | 05/2007 | 2012 |
| 9.4.5 Procedures for Long Distance Business Related Telephones Authorization Codes and Calling Cards | 06/2010 | 2015 |
| 9.4.6 Procedures for Personal Long Distance Telephone Calling Card Calls | 05/2007 | 2012 |
| 9.4.7 Procedures for Billing | 05/2007 | 2012 |
| 9.4.8 Procedures for Use of Telephone Call Records | 05/2007 | 2012 |
| 9.4.10 Procedures for Minimum Retention Times for Electronic Stored Information | 12/2012 | 2015 |