Date: December 4, 2014

To: UVU Board of Trustees

From: Linda Makin, Vice President, Budget, Planning, and Human Resources
       Cara O’Sullivan, Policy Officer

Re: Policies Submitted for December 4, 2014, UVU Board of Trustees Meeting

Policies in the December 4, 2014, Review Packet

For today’s Board of Trustees meeting, the following policies have been submitted for your approval:

Policy 115 Minors on Campus and at University-sponsored Events (Temporary Emergency)
Note: Bundled with Policy 159 Restrictions for Children Visiting Campus

Policy 159 Restrictions for Children Visiting Campus (Deletion)
Note: To be deleted when Policy 115 is approved. The content of this policy has been moved to Policy 115.

Policy 141 Cost Transfers for Sponsored Programs (New)

Policy 321 Employment Classifications and Work Limits (Revision) Note:
Bundled with Policy 639.

Policy 639 Adjunct Faculty (Revision) Note:
Bundled with Policy 321.

Policy 502 Utah Residency Determination for Tuition Purposes (Revision)

Policy 522 Undergraduate Credit and Transcripts (Revision)

To assist you in your review of these policies, this cover memo provides a summary of the issues that each of these policies is intended to address. As established in Board of Regents’ Policy 220 and UVU Policy 101, the Board of Trustees’ role is to approve or disapprove proposed policies.
Summary of Policy 115 Minors on Campus and at University-sponsored Events (Temporary Emergency)
Note: Bundled with Policy 159 Restrictions for Children Visiting Campus. In the wake of the Penn State scandal, higher institutions around the country have scrutinized their need for policies to protect minors who come to campus. UVU did not have a comprehensive policy for the appropriate protection of minors on campus and at university-sponsored events at facilities owned, leased, or rented by UVU. Minors come to UVU for activities such as youth sports camps, tutoring, summer bridge courses, etc. The new policy puts into place procedures to protect minors in UVU-sponsored and co-sponsored programs; outlines the responsibilities of the University and those who bring minors to campus; and sets forth training and reporting requirements. This policy is a temporary emergency policy; a regular policy is under development.

Summary of Policy 159 Restrictions for Children Visiting Campus (Deletion)
Note: To be deleted when Policy 115 is approved. The content of this policy has been moved to Policy 115.

Summary of Policy 141 Cost Transfers for Sponsored Programs (New)
As a recipient of federal funds, Utah Valley University is obligated to uphold standards that are consistent with the Office of Management and Budget (OMB) and agency-specific guidance. Thus, it is necessary to explain and justify transfers of charges into federal and non-federal awards from other federal accounts, non-federal accounts, or University accounts. Cost transfers frequently lead to questions, audit findings, and possible debarment or suspension. To protect the ability of the University to qualify for federal funding, a policy regarding cost transfers is needed to affirm to the UVU community the importance of limiting cost transfers as much as possible, as well as to demonstrate to outside agencies and entities UVU’s commitment to proper management of these resources.

Summary of Policy 321 Employment Classifications and Work Limits (Revision)
Note: This policy is bundled with Policy 639 Adjunct Faculty. Policy 321 establishes work limits and position categories by which departments shall identify their employees for the reporting and monitoring of work hours in compliance with PPACA (The Patient Protection and Affordable Care Act). This policy replaces the temporary emergency version.

Summary of Policy 639 Adjunct Faculty (Revision)
Note: This policy is bundled with Policy 321. The Patient Protection and Affordable Care Act’s (PPACA) major coverage requirements became effective January 1, 2014, and affected adjunct faculty. To meet compliance requirements, UVU implemented a temporary emergency policy while developing a more robust policy that conforms to additional guidance.
Summary of Policy 502 *Utah Residency Determination for Tuition Purposes (Revision)*
The current residency policy is outdated and is not compliant with updated legislation and Board of Regents Policy. It also does not address deadlines, appeals, or residency application processes and did not reflect practices and procedures currently used in the Office of Admissions. The updated policy addresses these issues, including the passage of H.B. 45 (*In-State Tuition of Military Servicemembers and Veterans*), awarding residency for current military, veterans, and dependents of servicemembers.

Summary of Policy 522 *Undergraduate Credit and Transcripts (Revision)*
The current policy is out-of-date and references procedures that are no longer used. In the new policy, the procedures sections for Transfer Credit, Challenge Credit, Language Challenge, Advanced Placement, and College Level Examination Program Credit have been updated.