Northern Illinois University

One Thing Leads to Another: Inception of a Policy Library

It all started when….

- Shared governance recognized barriers in Constitution and Bylaws
  - Specificity and breadth
  - Threshold required to amend bylaws

Our goals

- Initial goal = Revise and reorganize the CBL
- Subsequent goal = Develop policy library

THE UNIVERSITY OF ARIZONA

Policies Under Consideration New Policies

THE UNIVERSITY OF ARIZONA

HOME POLICY INDEX POLICY TEMPLATE CONTACT US / SITE FEEDBACK

UNIVERSITY POLICIES

- Policies related to operations and administration

- Link to policies that apply to the Arizona University System

- Policies related to accounting, budgeting, purchasing, travel, and other financial functions

- Policies related to your working relationship with the University

- Policies related to personal and professional conduct

- Policies related to buildings, equipment, and safety

THE UNIVERSITY OF ARIZONA
technology transfer
policies
represent the university
New Policies
Career Advancement for Service Professional Employees
Effective September 8, 2016
University Policy-Making (Interim)
Effective June 7, 2016
Policies Under Consideration
Proposed Revisions to Smoking and Tobacco and Campus Use Policies
Posted August 23, 2016
Physical and Electronic Access Control Policy
Posted February 18, 2015
Revised Policies
Student Conduct
Updated September 28, 2016
International Travel Safety and Compliance Policy (Interim)
Updated September 28, 2016
Grading, Examinations, and Academic Standing
Updated September 28, 2016
Suspensions and Terminations of Service Professional Appointments
Updated September 27, 2016
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Repealed Policies
International Agreements and Grant Opportunities
Foreign Travel Grants
Automobile Insurance
Discounts
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THE UNIVERSITY OF ARIZONA
HOME | POLICY INDEX | POLICY TEMPLATE | CONTACT US / SITE FEEDBACK
In September 2015, the University of Arizona adopted a new policy template to provide consistency, promote ease of use, and improve navigation. Due to the new template, existing University policies may appear in a different format or structure. The altered appearance is not intended to create any substantive change in meaning or effect. If you have any questions please contact us at http://policy.arizona.edu/contact.
Administration
Arizona Board of Regents
Business and Finance
Employment/Human Resources
Ethics and Conduct
Facilities and Safety
Faculty Affairs and Academics
Information Technology
Policy Manuals
Research
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PURDUE UNIVERSITY

Purdue University Policies

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Home | Find a Policy | About Policies | Policy Owner Resources | Helpful Links

Academic & Research Affairs | Business & Finance | Ethics | Facilities & Safety | Governance | HR | IT | Records

News

- University policy update - September 2016
- University policy update - April 2016
- Policy on giving and receiving gifts
- Board approves resolution on change to partner benefits in 2017
- Comprehensive Policy Review Process and Recommendations - October 2013

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Welcome to the University Policy Office

This website is the definitive source for the most current Purdue University system-wide policies. Policies duplicated on other websites or in print may not be the most current version.

Policies are organized into eight volumes, which are listed in the gray navigation bar above. Use the Find a Policy page for additional help in locating a policy. The current policy numbering scheme took effect November 2011; a crossover grid is available to show the change in policy numbers prior to and after this reorganization.

Each of the four campuses maintains additional administrative policies specific to their needs and structure. Individual colleges, schools and departments may adopt distinct practices, standards or guidelines, all of which must be consistent with these system-wide policies. The Helpful Links page provides a list of where this additional information may be found. Academic regulations are generally not included on this website and can be found either on the Student Regulations website or by contacting the Office of the Provost.

NEW AND RECENTLY REVISED POLICIES:

9/6/16 - Use of Vehicles for University Business (IV.A.1)

8/15/16 - Regulations Regarding Retailing, Commercial Soliciting, Canvassing, Sponsorship, and Marketing Activities on the Campuses of Purdue University (IV.B.3)

7/1/16 - Anti-Harassment (III.C.1)

7/1/16 - Equal Opportunity, Equal Access and Affirmative Action (III.C.2)

RECENTLY WITHDRAWN POLICIES:

These policies can be found in the Purdue Policy e-Archives.

9/6/16 - Flexible Work Schedules for Biweekly-Paid Staff and Operations/Technical Assistants as Subject to the Fair Labor Standard Act (VPBS 178)

6/1/16 - Disclosure of University Records in Connection with the "Access to Public Records" Act and in Response to Third-Party Subpoenas (VIII.A.3)

6/1/16 - Special Merit Pay (II.C.4)

RESOURCES

Human Resources | Office of the Provost | Information Technology | Faculty & Staff Handbook
University Senate | University Regulations | Dean of Students | Directory

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Why is a policy library important?

- Policies exist in multiple locations
- Access, organization, consistency
- Absence of guidelines for policy management (i.e., policy on polices)
- Compliance and risk management concerns

How is this a shared governance concern?

- Compared to other universities, NIU's
  - Policies codified as bylaws
  - Breadth and specificity unmatched

- Desired increase in accessibility and efficiency

What's been done thus far?

- Created a formative two-year plan
- Amended Article 22
- Reviewed core governance documents
- Wrote a revised CBL draft with supporting narrative and resource material

What's the current focus?

- Gather information about other universities' policy libraries
  - Rubric used to identify best practices
- "Eight questions" responses
- Gather exemplars of policy templates and management guidelines
- Collaborate with DOIT

Where do we go from here?

- Compile and review policies across institutional divisions
- Endorse policy management guidelines
- Introduce recommended CBL changes to University Council
- Work with APPM Committee

Long-term success requires that we…

- Disseminate information about the library and guidelines
- Create a structure that maintains and updates the library
- Re-write policies to increase readability

Moving forward: The OGC, BOT, and policy library

- Coordination
- Endorsement
- Implementation