President's Planning and Policy Council
September 9, 2024 – 9:00 – 10:30 a.m.
Notes

Attendees: Kaia Tollefson, Alex Padilla, Jessica Parker, Abby Barany, Julia Heck, Edna Davoudi, Jim August, Brian Lindgren, Bradley Olin, Toni DeBoni, Drake Massey, Christina Smith, Helen Alatorre, Greg Wood, Ritchie LeRoy, Dottie Patten, Nancy Gill, MariaElena Plaza, Erica Taylor, Jessica Lavariega Monforti, Matt Zivot, Brian Lindgren, Andrea Coppinger, Andrew Fox

1. **Welcome (Kaia Tollefson)**
   a. Things are a little different this year. Kaia is now leading PPPC.
   b. we will be reviewing the primer
   c. introductions with the group

2. **PPPC Primer (Kaia Tollefson)**
   a. No one on campus can approve policies other than the President. This group is intended to recommend policies to President Yao
   b. Policies are not approved and implemented until they are signed off and posted to the website.
   c. We are no longer using Robert's Rules. We will no longer be voting. Instead, there will be the ask if anyone objects or if there are any concerns with this going to the President for approval
   d. The assumption of this group is members come to this meeting with already having read through and taken notes on any concerns or questions for the policy in reading
   e. Alex to send primer to the group
   f. Working to clean up the spreadsheet and policy list, what is out of compliance, who is the author,
   g. Timeline for policy review:
      - Before first meeting of AY: Alex to end link to the policy sheet for authors to sign up for presentation dates
      - 2 weeks prior: track changes version due to Alex
      - 1 week prior: policies are sent to Council for review
      - After meeting: policies recommended for approval are due back to Alex with any changes within 2 weeks
   h. Types of Agenda Items
      - 1st reading – Discussion
         1. Suggested edits
         2. Prep for recommendation
      - 2nd reading – Recommendation

1. Have been vetted and reviewed and ready for final consideration
    i. Policy Clearinghouse Committee
        - Only with curricular implications
        - This group will meet to discuss if Academic senate is required
        - Academic senate will have 1st and 2nd readings
    j. Policies with CBA language
        - Must be presented at least 30 days in advance to any CBA items
        - Will be channeled through HR and Maria Plaza

3. **Policies for Review**
    a. FA.01.005 - Policy on Hospitality, Prizes, Awards, Gifts and Incentives (Bradley Olin) First reading: important for us to have policies that delineate when we can give things away (food, swag, gifts). There are several reasons for a need for hospitality. Approvals will be needed up front
        - FT: edits and changes are they proposed as CSU language or CI version?
        - BO: these have been developed through financial officers association. Specifics can be directed to Bradley to revisit. CI can be more restrictive than CO messaging
        - HA: in looking at policy, definitions were taken from CSU. Can we add Student orgs?
        - DP: anywhere there is a limit set, can we clarify if this is CI or CO limit?
        - MZ: working to include information from POEC. Footnote number 2- this does not include anything on non-employees (what about students)
            1. For students, there is implications on financial aid for what awards can impact student aid
        - BL: fundraising events do not include activities that accomplish the mission of the university? P3
            1. Bradley to clarify
        - TD: promo items references clothing – shirts for staff have been excluded from GF. Not sure where that fits in to this policy
        - NG: footnote 6: promo items, for PR consider using Aux funds for employees. How did this footnote come up? whose Aux funds? What if you don't have Aux funds? Who determines this?
        - HA: footnote 6- doesn't seem like a hard rule. Promo items are yes on both types of funds from the table.
    b. End of Sept: send Hospitality review to Bradley

4. **Policy Manual Updates**
    a. Office of the President (Dottie Patten)
        - Currently have 5 policies that fall under OTP. Sustainable practices will be recommended to move to BFA following department of sustainability. Currently working on university logo policy, this will be aligned with re-branding on campus which will be completed March 2025. The policy will most likely be updated Summer 2025
        - Additional policies with IR will likely be coming over to OTP to start addressing those for compliance

b. Student Affairs (Dr. Ford Turnbow)
   - Identified what was a CO mandate vs campus. Student involvement and death of a student could potentially be procedures (instead of policies) under DSA.
c. Systemwide Time, Place and Manner Policy (Kaia Tollefson)
   - This identifies what appropriate places on campus where you can exercise 1st amendment rights without interfering with university business. The CO created a systemwide policy, with campuses creating an addendum to our campus. New policy is immediately in effect for non-represented employees and students. The process of the policy will be in effect for all, with exemption to disciplinary items.
   - Website: site is related to systemwide policy. The links take you to systemwide policy. Sections in red are in campus addendum, including information specific to CI.
   - AF: What about auxiliary staff? How were public spaces designated? Can shared governance provide input?
     1. President's were asked to determine these spaces.
   - EMT: distinction between interim policies for represented and nonrep. Previous campus policy still applies to all f/s and students on campus
   - AF: is there a definition of protest from CO? not all protest is disruptive.
   - HA: should there be a sentence that TPM applies to student orgs? The handbook does not reference the TPM policy.
   - This will be added to Oct date as well

5. **Updates (Kaia Tollefson)**
   a. UA and DAA to present in October

6. **Next PPPC Meeting: October 14**
   a. Items due:
      - End of Sept: Hospitality items due to Bradley
      - End of Sept: send TPM questions to Kaia and Alex