



PPPC Meeting Notes

October 14, 2024

Welcome (Kaia Tollefson):

Discussion Points:

- Identified three reasons why policies should belong:
 - Compliance with CO
 - CI decision-making processes
 - Core values, not just procedural requirements

September Meeting Review:

- Reviewed student policies, aiming to limit discussion on each policy to 10 minutes.

Policy Manual Updates:

- Academic Affairs (Jessica):
- Most policies fall under RSP, with two exceptions.
- Unmanned Aerial Systems policy is under review and should not fall under DAA.
- Touch Marketing policy: clarification needed on whether it is exclusive to us or shared with others.

Policies for Review:

Recommendation (2nd Reading):

1. Policy on Hospitality, Prizes, Awards, Gifts, and Incentives (Bradley):

- Affects the entire community and previously lacked clarity.
- Addressed lingering questions from the last meeting.
- Presented by Stephanie Bracamonte (University Controller).
- Key questions raised:
- Local vs. Standard Limits: Clarification on the \$50 limit; all limits are campus-imposed, with a cap of \$100 as per IRS guidelines.

- Restaurant Costs: Inflation concerns raised by Dr. FT; exceptions may be needed.
- Dottie's Question: Why a \$75 limit instead of \$100? Stephanie responded that the lower threshold allows for wider awarding. Bradley will redefine this amount with Stephanie.
- Student Organizations: Helen Alatorre suggested that language referring to student organizations be added; Stephanie agreed to insert it.
- Payment Reporting: All payments must be reported to the Financial Aid Office.
- Income Taxes: Campuses are charged income taxes for non-campus activities.
- Business Clothing Purchases: Toni Deboni raised a concern about using general funds for clothing, which was previously prohibited.
- Promotional items will be discussed further.
- Third reading scheduled for November.

2. Policy on Bicycles, Skateboards, and Other Similar Devices (Drake Massey):

- Policy to allow e-bikes and e-boards; accountability measures included.
- Policy does not apply to Glen and Anacapa.
- Skateboard storage shelves will be implemented to prevent tripping hazards.
- Language correction needed in section 211113 (g) to (a).
- Policy will be forwarded to the President.

3. Policy on Sustainable Practices (Roxane):

- Change "vendors" to "parties" to be more inclusive.
- CSU tracks increases but not specific goals.
- Set a target of a 20% reduction from the 2019 baseline by 2029, determined by campus criteria.
- Kaia will link to the document for flexibility in changing goals.
- Ritchie suggested referring to the document that allows for changes within policy.
- To be revisited in November.

Discussion (1st Reading):

1. FERPA (Colleen):

- Updates include revising language regarding custodians of records and procedures for challenging and updating records.
- Removed duplicate content and is seeking guidance from CO about the VP compliance officer role.
- Second reading scheduled for November.

2. Extramural Grants (Saiqa Anne):

- First of three policies; updated language to include "ethical" in the title.
- Christina Smith noted it mirrors a policy requiring a 60-day notice.

3. Pre-approval of Institutional Grants Proposal (Saiqa Anne):

- Focused on institutional grants for Hispanic and minority groups; aims for broader departmental reach.
- Kaia suggested adding a statement regarding scholarships.
- Christina Smith proposed a separate policy for indirect costs, suggesting a combined approach for faculty clarity.

4. Research and Sponsored Programs Records Retention (Saiqa Anne):

- Language changes made to ensure secure document storage.
- One more review needed; all others will be presented to the President.

5. Additional Policy (Saiqa Anne):

- Misconduct in HHS-Supported Research:
 - Title changed to "Externally Funded Sponsors"; some language adjustments made.
 - Needs one more reading before presentation in November.
- Principal Investigator:
 - Language tightened and clarified who is eligible to be a PI.
 - A paragraph removed for conciseness.
 - Second reading for the last two policies is scheduled for November.