

University of Oregon

Policy Advisory Council

Summary

The Policy Advisory Council (PAC) is a cross-functional group of faculty, students and staff convened by the President and charged with advising on university-wide policy development, review, and revision. The Council has primary responsibility for promoting a consultative policy development process and establishing related timelines. The PAC is given this charge at a critical juncture in the University's history, as university governance transitions from a state system of higher education to an institutional Board of Trustees.

Statement of Need

On July 1, 2014, the Board of Trustees of the University of Oregon assumed governing authority from the State Board of Higher Education. The effecting legislation, Senate Bill 270 (2013), transferred all "rules and policies" in effect at the time of the governance transition to University of Oregon control. These policies and procedures remain effective "until lawfully superseded or repealed." As a result, the University of Oregon inherited management of a series of former Oregon Administrative Rules (OARs), Board of Higher Education policies, and Oregon University System policies and internal management procedures. Many of these inherited policies and procedures are inapplicable, duplicative, or unnecessary under the new institutional governance model. Moreover, they are not organized in a consistent classification system or presented in a common format making policy awareness and compliance challenging.

The governance transition provides a unique opportunity to engage in a comprehensive review of UO policies and to improve processes for organizing and updating university-wide policies going forward. This work is imperative to the effective and transparent operations of the University.

Membership

The PAC consists of faculty, students and staff, nominated through a consultative process and appointed by the President. The Council is convened and co-chaired by a faculty member and a staff member, also appointed by the President. Members serve at the pleasure of the President and President's Office staff provide administrative support to the Council.

Responsibilities

In accordance with all applicable statues, the Board of Trustees of the University of Oregon has ultimate authority over University of Oregon policies. Through the *Policy on Retention and Delegation of Authority*, the Board delegates its authority to the President to execute all policies not clearly retained by the Board.

The PAC serves as an advisory council to the President and bears primary responsibility to:

- Prioritize policies for review in cooperation with the responsible executive office;
- Receive suggestions for new policy development;
- Provide the President with feedback on proposed policies;
- Establish timelines for policy development, review, and revision;
- Ensure that policies are developed, reviewed, and revised through a consultative process, including public comment; and
- Promote policy implementation and compliance through education and regular review.

UO Policy Development and Review Process

Completely Hayan

consult are identified and policies and routes them PAC charges Policy Lead with facilitating review reasonable timelines Key stakeholders to to Senate as "Policy Senate President as identifies academic member of PAC, determined Transperto Polloy Lead Lead" Policy development work with the submission of a consideration within 60 should be submitted to may be initiated by any proposals approved by the University Senate Policy Custodian with unit of the university policy concept form completed form for Per Constitutional provisions, policy days

 Office of General Counsel language consistent with the recommendations of receives proposed policy actions and drafts documented and Policy history is review team maintained ublic Comment Policy Lead for academic proposes policy actions review team of subject existing or new Senate Team reviews policies Senate in their role as Policy Lead convenes and with appropriate policies will employ in summary format campus feedback, matter experts rocess Finalizacion search of Truster's

PAC verifies consultative President whether the Recommendations are forwarded to PAC for proposed policy and policy is ready to be Policy Lead and team recommends to the review GC's draft for opened to public recommendations process, reviews consistency with comment review PAC Review made available for public Draft policy posted on the Policy Library and comment period

> Provost confers with Senate President to determine if policy Academic policies with accompanying public comment are received appropriate Senate consideration
> • Endorsed policies are forwarded to President for approval Academic policies move to Senior VP and Provost Policy Review Team and GC Office for additional forwards final policy to comment and for non PAC considers public - **OR** - 2) reroutes to academic policies 1) President for action consideration for review submitted for review St. Vice. Prestician and Provoss Retention and Delegation of Authority, 1) President authorizes action - OR -2) forwards to UO Board Pursuant to Policy on of Trustees for consideration

> > recommendations during

Board considers policy

next regularly scheduled

meeting