

Contact: Marcia Brunson

REVISIONS TO THE POLICY MANUAL

Actions Requested: Consider approval of the following:

- (1) Final approval of revisions to Chapter 9 (§9.02 Property);
- (2) First reading of revisions to Chapter 1;
- (3) First reading of revisions to Chapter 2;
- (4) First reading of revisions to Chapter 4 (§4.22 Appeals by Employees to Board); and
- (5) First reading of revisions to Chapter 7 (§7.06 Purchasing); and
- (6) First reading of revisions to Chapter 7 (§7.08 Compliance and Reporting).

Executive Summary: A number of revisions are proposed to the Policy Manual and are summarized below. Full text of the revisions will be available as an attachment to this memorandum on the website and in the Regent Exhibit Book at the Board meeting.

Final Reading:

Chapter 9 (§9.02 Property): These revisions were presented to the Property and Facilities Committee at its August meeting and are a result of actions by the 2006 Iowa General Assembly. SF 2358 which amended Iowa Code §262.11 gives the Board authority to delegate the approval of leases to the universities. Prior to this amendment, approval leases and easements involving real property required a roll call vote by the Board.

First Reading:

Chapter 1: Various revisions are proposed to Chapter 1 – Board of Regents. Many of the revisions are editorial in nature. Others streamline language or update language to reflect current application.

Chapter 2: Various revisions are proposed to Chapter 2 – Meetings. As with the revisions in Chapter 1, these are also editorial in nature and streamline existing language. Some revisions are required based upon the revised appeal procedures presented in Agenda Item 2a.

Chapter 4 (§4.22 Appeals by Employees to Board): This section is eliminated based upon the revised appeal procedures presented in Agenda Item 2a.

Chapter 7 (§7.06 Purchasing): The revisions to §7.08 result from a report issued by the State Auditor on the procurement card programs at the three Regent universities. The report suggested enhancements to on-going efforts for improving controls and reducing risk. The policy revisions direct the universities to develop specific procedures for the use of procurement cards.

Chapter 7 (§7.08 Compliance and Reporting): This section was not deleted after the 2005 Iowa General Assembly eliminated the requirement that the property and easement transactions of the Board required approval by the State Executive Council.