

**MEMORANDUM**

**To:** Board of Regents  
**From:** Board Office  
**Subject:** Iowa State University Administrative Rules Revision, IAC 681-13  
**Date:** April 7, 2002

**Recommended Action:**

Approve draft revision of Iowa Administrative Code Chapter 681-13, Iowa State University Organization and General Rules, and publication of Notice of Intended Rule-Making.

**Executive Summary:**

Governor's Executive Order requires review of rules

Chapter 681-13 of the Iowa Administrative Code (IAC) contains rules applicable to Iowa State University. This chapter implements statutory obligations to provide general information about the university, and includes general rules applicable to the general public when they are using the university campus and facilities. Revision of this chapter is undertaken pursuant to Governor Vilsack's Executive Order 8, requiring state agencies to review their rules.

Revision will reorganize, update, and implement rules on use of facilities and safety

The proposed revision of Chapter 681-13 is intended to:

- Reorganize the chapter into three sections dealing with organizational information, use of facilities and standards of conduct.
- Generally update all sections.
- Implement by rule-making the Facilities Use Rules previously approved by the Board in January.
- Revise and augment safety measures relating to the use of the general campus and public events.

**Strategic Plan:**

Revision relates to Quality and Accountability

Revision of the administrative rules is consistent with the Board of Regent's Strategic Plan, KRA 1.1.0.0, Quality. More specifically this revision relates to KRA 4.0.0.0, Accountability, and particularly to Objective 4.2.0.0--to improve the operational effectiveness and efficiency of the institutions.

## **Background:**

Changes to the administrative rules are described in attachment 1 to this memorandum by striking current language to be revised and underscoring proposed new language.

## **Specific Changes**

### **Organization and General Rules**

- **681-13.1**, Organization, is revised to use the description of mission from the Regent Policy Manual, rather than the scope statement. The description of ISU's organization has been updated.
- **681-13.6**, Forms, is revised to update the list of forms.
- **681-13.7**, General Rules, is rescinded. Parts of this rule have been moved to Sections 13.9, 13.15, 13.16, 13.17 and 13.18.
- **681-13.8**, Lost and Found, is new. This section was moved from former 681-13.7.

### **Facility Use Rules**

These sections are new and were previously approved by the Board on January 16, 2002:

- **681-13.10**, General
- **681-13.11**, Access to Facilities
- **681-13.12**, When Authorization is Required
- **681-13.13**, Displays

### **Standards of Conduct**

- **681-13.14**, General Rules on use of grounds and facilities, is new and was previously approved by the Board on January 16, 2002.
- **681-13.15**, Commercial Uses, is moved (in part) from 681-13.7 and revised.
- **681-13.16**, Conduct at Public Events, is moved (in part) from 681-13.7 and revised. New sections have been added to assure safety at public events.
- **681-13.17**, Smoking, Alcohol, Food, is moved from 681-13.7 and revised.
- **681-13.18**, Livestock and Pets, is moved from 681-13.7.
- **681-13.19**, Removal from Campus, is new and provides a process for excluding persons from the campus for reasons of violence, disruption or violation of university rules.

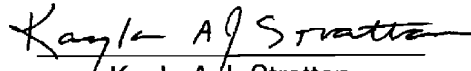
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## **Analysis:**

The proposed changes comply with the Administrative Procedure Act and with Governor Vilsack's Executive Order Number 8. The rules are designed to improve public access to general information about the

university. The central part of the proposed changes (Facility Use Rules) have been endorsed by the campus community and approved by the Regents. The proposal will improve the university's ability to assure a safe campus while providing greater public access.

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Kayla A.J. Stratton

Approved:   
Gregory S. Nichols