

MEMORANDUM

To: University Community

From: Eileen Goldgeier
Vice Chancellor and General Counsel

Date: August 15, 2014

Subject: Updates to Policies, Regulations and Rules (PRRs)

For fiscal year ending 2013-2014 to date, eleven PRRs were revised, three new regulations were enacted and two regulations were repealed. The following list highlights the most significant revisions affecting multiple campus-wide constituents. All revisions made to any PRR can be tracked and viewed under the “[What’s New](#)” section of the [PRR website](#) as well as the “[Policies Recently Enacted](#)” website.

Parking and Transportation Ordinances – On April 25, 2014, the Board of Trustees approved revisions to the Parking and Transportation Ordinance Policy ([POL 07.60.01](#)).

Non-Salary and Deferred Compensation – On February 26, 2014, the Board of Trustees approved revisions to section 4.8.4 of the policy on Non-Salary and Deferred Compensation ([POL 05.15.03](#)) to reflect that the Board of Governors delegates authority regarding incentive-based compensation to the Board of Trustees.

Building Locking System (New) – On January 28, 2014, a new regulation on the Building Locking System ([REG 04.05.04](#)) was established to achieve maximum security in university facilities by having a uniform and consistent approach to key and lock distribution thereby promoting a safe and secure work and living environment.

Instructor Qualifications (New) – Based on Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) accreditation standards related to justification and documentation of instructor qualifications, a new regulation ([REG 05.20.40](#)) was established on July 8, 2014 to ensure that all NC State instructors have the academic credentials and/or professional experience necessary to provide a high quality educational experience for their students.

Assessment of Academic Programs (New) – In response to recommendations by SACSCOC for a university mandate providing oversight and accountability for assessment of academic programs, a new regulation ([REG 02.90.01](#)) was established on July 8, 2014.

Withdrawal from the University – To comply with UNC-General Administration Transmittal #83 Regulations Related to Fostering Undergraduate Student Success, on April 1, 2014, the regulation on Withdrawal from the

University ([REG 02.05.04](#)) was revised to reflect that Undergraduate term withdrawals after census date will now be granted only due to extenuating circumstances.

Undergraduate Grade Exclusion— On April 1, 2014, the regulation on Grade Exclusion ([REG 02.20.16](#)) was revised to comply with UNC-General Administration Transmittal #83 Regulations Related to Fostering Undergraduate Student Success. Section 1 was revised to move the effects of grade exclusion from Section 1 Eligibility to Section 2 Effects. Section 2.1 was revised, for compliance with Transmittal #83, to include a statement that hours excluded through the use of grade exclusion will be counted in attempted hours for financial aid, Satisfactory Academic Progress (SAP) and for tuition surcharge calculations.

Registered Student Organizations – On March 11, 2014, the Division of Academic and Student Affairs revised the regulation on Registered Student Organizations ([REG 11.55.07](#)) to comply with UNC-General Administration’s requirement that each university adopt model language regarding nondiscrimination against religious and political organizations, including how these types of groups may select their membership and leadership. Minor changes were also made to the regulation’s structure and formatting, and to reflect updated practices.

Adding and Dropping Courses – Effective for the Fall 2014 semester, undergraduate class drops after census date must result in a “W” on the student’s transcript. Undergraduate students are limited to a maximum of 16 hours of class drops (class withdrawals) after census date (excluding withdrawals for extenuating circumstances). As a result, on April 1, 2014, the regulation on Adding and Dropping Courses ([REG 02.20.02](#)) was revised to comply with UNC-General Administration Transmittal #83 Regulations Related to Fostering Undergraduate Student Success.

Assemblies, Events and Public Addresses – On April 1, 2014, the regulation on Assemblies, Events and Public Addresses ([REG 11.55.02](#)) was revised to provide the process and review criteria for reserving events at the Memorial Bell Tower. This regulation was originally revised in order to clarify that the regulation applies only to outdoor events, and to delineate the criteria reviewed when performing a security assessment for the event.

Facilities and Administrative Cost – On May 8, 2014, the regulation on Facilities and Administrative Cost ([REG 10.05.06](#)) was revised to increase the funding value for Memorandum of Agreements from \$25K to \$50K; identified a base for Center Facilities and Administrative costs to be charged, and changed from direct costs to modified total direct costs. It was noted in Section 3.1 that Centers are not required in the Center Guidelines to budget 16.5 percent of funds to support center administration, rather they may charge up to 16.5 percent.

Employees Subject to the State Human Resources Act – The State of North Carolina General Assembly enacted legislation updating matters related to SPA employee grievances and requiring a uniform grievance process for all SPA employees. In the past, each state agency and campus established its own grievance process. The UNC System established a single grievance process for all its constituent institutions, which was approved by the State Human Resources Commission. As a result, on May 1, 2014, the regulation Employees Subject to the State Human Resources Act ([REG 05.00.03](#)) was revised to reflect the UNC System’s uniform SPA grievance policy and additional modernization to the Office of State Human Resources (OSHR).

SPA Grievance and Appeal – On May 1, 2014, the regulation on SPA Grievance and Appeal ([REG 05.25.02](#)) was repealed to reflect the UNC System’s uniform SPA grievance policy and additional modernization to the OSHR as noted above.

SPA Employee Performance Pay Dispute Resolution – On May 1, 2014, the regulation on SPA Employee Performance Pay Dispute Resolution ([REG 05.25.01](#)) was repealed to reflect the UNC System’s uniform SPA grievance policy and additional modernization to the OSHR as noted above.

Additional Compensation Paid through the University – On April 1, 2014 the regulation on Additional Compensation Paid through the University ([REG 05.58.01](#)) was revised to clarify that the maximum summer pay for 9-month faculty (33 1/3%) cannot be paid in fewer than three months (Section 7.2.2.1a).

Non-Tenure Track Faculty Ranks and Appointments – On April 1, 2014 the regulation on Non-Tenure Track Faculty Ranks and Appointments ([REG 05.20.34](#)) was revised to clarify that there is no required timeline for promotions in rank for non-tenure track faculty (Section 9).

Please note that NC State’s PRRs should be reviewed on a periodic basis by the responsible senior officer to ensure relevancy, compliance with current laws, effectiveness, clarification and consistency.