August 12, 2022

Below please find a listing of all new and revised UW System Administrative policies and procedures approved from July 9, 2022, through August 12, 2022. There were three (3) revised System Administrative Policies and one (1) rescinded System Administrative Policy from July. Regent Policy Documents approved at the August Board of Regents meeting will be included in next month’s policy summary.

I. Revised UW System Administrative Policy Approvals

- **SYS 310, Banking** (approved and effective as of August 4, 2022)
  - This policy requires all UW System institutions to establish bank accounts with reputable, credit-worthy public depositories and UW System institutions appropriately monitor these accounts. The following revisions have been approved:
    - The Office of Financial Administration reviewed the policy ahead of the previously scheduled review date of November 2023 and determined no changes were needed or anticipated at this time.
    - Therefore, the scheduled review date was pushed back to July 2027.
    - If changes to SYS 310 are needed as a result of the Administrative Transformation Project (ATP), they will be brought forward prior to the next scheduled review date

- **SYS 620, Working in Isolation** (approved and effective as of August 4, 2022)
  - This policy provides a risk evaluation framework to ensure the safety of faculty, staff and students who work, volunteer or perform for credit activities alone in potentially hazardous environments within, but not limited to campus teaching and research laboratories, studios, workshops and other facilities or environments. The following revisions have been approved:
    - Deleted references to 40 CFR 261 and 49 CFR 171.
    - There were no substantive changes to this document.

- **SYS 1256, University Staff Temporary and Project Appointments** (approved and effective as of August 12, 2022)
  - The purpose of this policy is to establish the parameters for reimbursement of costs associated with hosting UW sponsored business events. The following revisions have been approved:
    - Last year, the Title and Total Compensation (TTC) project eliminated “Compensation Category F” as it related to temporary and project university staff in section 6.A of SYS 1277, Compensation. SYS 1256 was discovered to still contain references to the old, struck section. This amendment cleans up those references.
Updated policy to the standard SYS template format. This includes renumbering sections and adding sections 2. Responsible UW System Officer, 3. Scope and Institutional Responsibilities, and 9. Scheduled Review.

II.  Rescinded UW System Administrative Policy Approval

- **SYS 1276, Title Definitions** (approved and effectively rescinded as of July 26, 2022)
  - As a reminder, rescinded policies are housed on the Recently Retired Policies Page for three (3) years. For more details on the rationale behind the rescission, see the summary below.
  - The purpose of this policy was to provide UW System institutions with a titling structure within the framework of employee categories that covers all UW System employees as required by *Wis. Stat. s. 26.115(2)*. The rationale for the approved policy rescission:
    - Job titles and standard job descriptions were migrated into the Job Title Library (JTL) as part of the Title and Total Compensation (TTC) project. SYS 1276 is no longer an accurate accounting of job titles. Rather than undertake a major rewrite to duplicate information that already exists in the JTL, the preferred option is to rescind this policy. The existing job title list in this policy is obsolete.