



**Sarah Ebben**  
**Policy Analyst**

Madison, WI 53715  
(248) 978-3376  
[sebben@uwsa.edu](mailto:sebben@uwsa.edu)  
<http://www.wisconsin.edu>

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Below, please find a listing of all new and revised UW System Administrative policies and procedures approved between December 29, 2023, and February 2, 2024. There was one (1) new UW System Administrative policy, one (1) new UW System Administrative procedure, and one (1) revised UW System Administrative FAQ page.

**I. New UW System Administrative Policy**

- [SYS 351, Purchasing Card Compliance Policy](#) (Approved January 10, 2024)
  - Summary of Policy and Policy Revisions
    - This new policy establishes the framework for implementing and managing a successful purchasing card (PCard) program at the designated institutions.
    - The current policies and procedures regarding purchasing cards are contained in one document on the purchasing card website, as opposed to be including in the System Administrative Policies and Procedures set. These documents reflect efforts to separate policy from procedure to align with the System Administrative Policies protocols.
  - University Comments and Concerns
    - Please see the [SYS 351 University Comments and Concerns](#) page for a list of the comments that were received during the distribution period and a summary of how they were addressed.

**II. New UW System Administrative Procedure**

- [SYS 351.A, Purchasing Card Procedure](#) (Approved January 10, 2024)
  - Summary of Policy and Policy Revisions
    - This procedure outlines Purchasing Card (PCard) protocols for cardholders in alignment with SYS 351, *Purchasing Card Compliance Policy*.
    - The current policies and procedures regarding purchasing cards are contained in one document on the purchasing card website, as opposed to be including in the System Administrative Policies and Procedures set. These documents reflect efforts to separate policy from procedure to align with the System Administrative Policies protocols.
  - University Comments and Concerns
    - Please see the [SYS 351 University Comments and Concerns](#) page for a list of the comments that were received during the distribution period and a summary of how they were addressed.

**III. Revised UW System Administrative FAQ Page**

- [Frequently Asked Questions for SYS 625](#) (Revised January 24, 2024)
  - This revision adds questions 18-21 to help clarify aspects of the policy [SYS 625, Youth Protection and Compliance](#).
- University Comments and Concerns
  - Revisions to FAQs do not require routing to the universities for feedback.

#### **IV. Policies in the Final Stages of Revision**

- [SYS 216, Academic Pay Policy](#)
- [SYS 425, Use of Personal Vehicles, Rental Cars and Fleet for Business Transportation](#)
- [SYS 1275, Recruitment Policies](#)