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## September 1, 2023

Below, please find a listing of all new and revised UW System Administrative policies and procedures approved between August 4 and September 1, 2023. There was one (1) new interim policy action, one (1) new interim FAQ page and two (2) revised UW System Policies.

### I. New Interim Policy Action

- [SYS 1200-11, Interim: Furlough Policy](#) (Issued August 4<sup>th</sup>, 2023)
  - The University of Wisconsin (UW) System is facing increased fiscal challenges that require implementation of flexible strategies to address immediate financial concerns at individual campus level. As a result, UW System Administration implemented this interim policy to address the immediate concerns for FY2024, with the intent of engaging in a policy review process to implement a permanent policy prior to or upon the expiration of this interim policy. The University of Wisconsin System Board of Regents, under the authority granted to it in Wis. Stat. s. 36, has authorized the UW System to implement a variety of workforce reduction and cost saving measures, beyond existing layoff policies, to address these financial challenges in a way that minimizes layoffs and maximizes the UW System's ability to continue to perform its critical educational and outreach mission.
  - The furlough process is not a substitute for layoff, non-renewal, or termination processes as outlined in the Wisconsin Administrative code, systemwide policies, and institutional policies.

### II. New Interim FAQ Page

- [SYS 1200-11 Frequently Asked Questions](#)
  - For further information or any questions regarding furlough or the Interim Policy, please see the FAQ page.

### III. Revised UW System Policies

- [SYS 1213, Wisconsin and Federal Family and Medical Leave Acts](#) (Revised August 21<sup>st</sup>, 2023)
  - Summary of Policy and Policy Revisions
    - This revision makes minor format changes to bring the policy into compliance with current policy format requirements.
    - In section 6.C.IV, added a clarifying note codifying the past practice in the case of two spouses who are both employed by the UW System. In this circumstance, although federal code allows some employers to limit the total leave to 12 weeks split between the spouses, Wisconsin Fair Employment Law prohibits discrimination on the basis of marital status, and the state Office of Personnel Management has determined that for state employees, this means that state agencies may not take advantage of this spousal restriction.
    - Added section 2, Responsible UW System Officer, Section 3, Scope and Institutional

Responsibilities, and Section 9, Scheduled Review Date, to match the current SYS policy template.

- In Section 6, updated the numbering scheme to match the current SYS policy template.
- Institution Comments Concerns
  - There were no institution comments and concerns during the distribution.
- [SYS 1293, Mandatory Employee Training](#) ( Revised August 21<sup>st</sup>, 2023)
  - Summary of Policy and Policy Revisions
    - This policy sets out the mandatory training requirements for University of Wisconsin System employees, the employees to whom the training applies, the frequency with which training must be undertaken, and the responsibilities of those involved. These technical revisions address the notification process for training to align with actual processes.
    - In Section 6.B.I.2, updated process for notice of an employee not completing required training within 30 days of hire so notice will go to the “employing university’s Office of Human Resources” rather than the employee’s supervisor.
    - In Section 6.C.I, updated process for providing employees on approved leave with an updated deadline date for required training so that notice “will” be communicated instead of should be communicated. Removed the language that the communication will be provided by the employee’s supervisor to allow for more flexibility in campus processes.
  - Institution Comments and Concerns
    - As this was a technical policy revision, the policy was not included in a university distribution. The Finance and General Administrative Policy Committee members did not have any comments on the draft.

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

- [SYS 102, Policy on University of Wisconsin System Array Management: Program Planning, Delivery, Review, and Reporting](#)
- *SYS 640, Foreign Gifts and Contract Reporting*
- *SYS 645, Native American Graves Protection and Repatriation Act (NAGPRA) Compliance*