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## December 29, 2023

Below, please find a listing of all new and revised UW System Administrative policies and procedures approved between December 2, 2023 and December 29 2023. There was six (6) revised UW System Administrative policies, one (1) revised UW System Administrative Procedure, and one (1) rescinded UW System Administrative policy.

### I. Revised UW System Administrative Policies

- [SYS 135, UW System Undergraduate Transfer Policy](#) (Revised December 22, 2023)
  - Summary of Policy and Policy Revisions
    - This policy establishes procedures and guidelines for UW System institutions to facilitate the overall transfer process for all students. The policy has been revised to make permanent the language that was included in SYS 100-07, Interim: UW System Undergraduate Transfer Policy Amendment to comply with the recent U.S. Supreme Court decisions in *Students for Fair Admissions v. the University of North Carolina* and *Students for Fair Admissions v. Harvard University*. Following these decisions, the interim waiver removed the mention of membership in an historically underrepresented racial or ethnic group for consideration from this System Administrative Policy.
    - This revision, as was done in the interim policy, amends section 6.A.II of this policy, to read “II. While academic factors are the most important consideration, other factors may also be considered. These factors include, but are not limited to, student experiences, work experience, leadership qualities motivation, community service, special talents, status as a non-traditional or returning adult, status as a veteran of the U.S. military, and whether the applicant is socioeconomically disadvantaged.”
    - This aligns with the supersession to section II.C of RPD 7-3, University of Wisconsin System Freshman Admissions Policy.
    - The draft policy also reflects technical revisions throughout the policy, including:
      - In Section 2, updated the responsible officers to reflect current offices within the Division of Academic and Student Affairs.
      - Throughout the policy, Throughout the policy, replaced references to “institutions” with “universities” except in sections quoting external sources or other policy titles.
      - Throughout the policy, replaced references to the rescinded RPDs 4-11, 4-17, and 7-2 with a reference to SYS 138, Award of Credit by Prior Learning Assessment.
    - In section 5 and section 6.C.V, updated “30-credit transfer rule” to “72-credit transfer rule” to align with statutory update and current practice.
    - In section 7, updated the title of RPD 7-1 to “Transfer and Award of Credit for Extra-Institutional Learning.”
  - University Comments and Concerns
    - There was no feedback received during the university comment period.

- [SYS 915, \*Financing for UW Managed Capital Projects\*](#) (Revised December 19, 2023)
  - Summary of Policy and Policy Revisions
    - This policy establishes the parameters for financing University of Wisconsin (UW) Managed Gift & Grant funded capital projects within the UW System. In response to the scheduled review date, this policy has been reviewed and no substantive changes are deemed necessary at this time. The following technical revisions have been made:
    - Scheduled review date has been moved from May 2023 to May 2028.
  - Committee Comments and Concerns
    - The finance and general administrative policy committee had no comments on the proposed revision.
    - As this is a technical revision, the draft was not sent to universities for comment.
- [SYS 1030, \*Information Security: Identity and Access Management\*](#) (Revised December 15, 2023. Effective December 1, 2024)
  - Summary of Policy and Policy Revisions
    - This is a new policy that replaces SYS 1030, *Information Security: Authentication*. While previous authentication concepts were retained, the new policy expands the scope to cover both access controls and identification. Technologies are changing from authentication being performed by each application or system for its own users to Identity and Access Management (IAM) systems that centralize the authentication services and the management of the associated user identities and access rights. IAM technology is evolving to meet the security challenges from changes in information systems environments that include a growing proportion of services on external cloud platforms, increasingly complex access requirements for students and partners, and the persistent rise in cyberattacks targeting higher education.
    - This policy was developed with a group of subject matter experts representing multiple institutions across UW System, including UW-Eau Claire, UW-Madison, UW System Administration, and UW-Whitewater. The policy includes the following key concepts:
    - Privileged and highly privileged authorizations reflect 2 levels of privileged access and the requirement for additional controls for Highly Privileged Authorizations. In addition, authorizations (aka privileges) apply to both accounts and identities in IAM systems.
    - IAM architectures can be complex. Therefore, high-level IAM architecture documentation is required to support continuity of service and to ensure coherence among the inter-connected information security services.
    - Authentication and password requirements have been updated to reflect current research and best practices, including requiring Multi-factor Authentication (MFA), where practical and possible, for all access except read-only low risk data.
    - Applications and information systems should use an IAM system, often referred to as Single Sign-On (SSO), for authentication when it is technically available or practical.
    - A set of minimum controls are defined for institutions that manage their own IAM systems.
  - University Comments and Concerns
    - Please see the [SYS 1030 & SYS 1030.A Comments and Concerns](#) page for a summary of the comments received during the feedback period and how they were addressed.
- [SYS 1032, \*Information Security: Awareness\*](#) (Revised December 20, 2023. Effective July 1, 2024)
  - Summary of Policy and Policy Revisions
    - This policy establishes information security awareness requirements for UW System community members. Revisions to the policy include the following:

- The policy was restructured and reorganized to align with current policy formatting and group security awareness training requirements based on a user's relationship with UW System.
  - Added language to encourage institutions to incorporate Information Security training within the student onboarding process.
  - Expanded and clarified institution's responsibilities in training groups of UW community members not considered active employees or students.  
Specifically:
    - Requires institutions to maintain written expectations regarding what security awareness training requirements are required for consultants, contractors, vendors, emeritus, alumni, and volunteers.
    - Requires institutions to fulfill tracking and training of the above groups based on the institution's defined training requirements.
  - Added a section that defines how often security awareness training content should be reviewed and updated, and outlines baseline requirements of what training content should accomplish.
  - Updated phishing simulation requirements, generalizing when employees may be enrolled in supplemental phishing training and restricting employees from implementing technical means to prevent the receipt of phishing simulations.
- University Comments and Concerns
  - Please see the [SYS 1032 University Comments and Concerns](#) page for a summary of the comments received during the feedback period and how they were addressed.
- [SYS 1257, Title Change](#) (Revised December 4, 2023)
  - Summary of Policy and Policy Revisions
    - The Title and Total Compensation Project was a comprehensive review and standardization of the job titles and job descriptions used throughout the UW System. Numerous policies have been updated as a result of the implementation of that project. This policy is being updated to reflect the updated terminology used in our title assignment process, and the updated process for title changes.
    - In Section 5, Definitions, numerous definitions were added to describe the current process.
    - The entirety of Section 6 has been updated to reflect the current practice.
    - This policy change was originally submitted in July of 2022. Subsequent to that distribution, additional language changes were made in section 6.A. related to the title change process.
    - 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.
  - University Comments and Concerns
    - Received an objection to the removal of the promotion/career progression section. Commenter sought policy level clarification regarding pay progression in light of elimination of title prefixes (as part of TTC project).
      - No change to draft policy, but guidance regarding pay progression within salary range is being developed outside of policy process.
    - Commenter felt that the term "classified permanent position" should be defined given its use in the Background section.
      - No definition created, since the term does not appear in the policy statement, but added additional language to the background to clarify the context of the term "classified permanent position".
    - Commenter identified several typos that were corrected.

- Commenter recommended adding additional language to policy section 6.A.IV to add concept of updates to reflect best fit.
    - Did not update since this concept is covered in policy section 6.A.III.
  - Commenter suggested adding language to section 6.B regarding use of business titles.
    - Included a modified version of the commenter's recommendation.
  - Commenter requested deleting the word "disagreements" from 6.E.
    - Left "disagreements" but added "regarding".
  - UW-Madison requested the addition of "in collaboration with UW-Madison" to the second paragraph in section 6.C.
    - Added this language and more to reflect collaboration with multiple institutional stakeholders.
- [SYS 1287, Voluntary Reassignment of Certain Current University Staff to Academic Staff Positions](#) (Revised December 4, 2023)
  - Summary of Policy and Policy Revisions
    - This policy was last updated in 2021 and was scheduled to sunset on June 30, 2022. It was subsequently determined that there was a continuing need for a narrower version of this policy. This revision updates the policy to be only applicable prospectively, closing off reassignment options for University Staff who were eligible to use it based on their status on June 30, 2015 and in July of 2021.
    - This revision narrows the availability of the voluntary reassignment option to those instances when the triggering title change is involuntary and initiated by UWSA or the employee's home institution. The information about the impacts of a change from university staff to academic staff remain unchanged.
    - Language associated with an involuntary reassignment to a limited appointment has been eliminated as unnecessary.
  - University Comments and Concerns
    - No substantive university feedback received.

## II. Revised UW System Administrative Procedure

- [SYS 1030.A, Information Security: Authentication Standard](#) (Revised December 15, 2023. Effective December 1, 2024)
  - Summary of Policy and Policy Revisions
    - This is a new policy that replaces SYS 1030 Information Security: Authentication. While previous authentication concepts were retained, the new policy expands the scope to cover both access controls and identification. Technologies are changing from authentication being performed by each application or system for its own users to Identity and Access Management (IAM) systems that centralize the authentication services and the management of the associated user identities and access rights. IAM technology is evolving to meet the security challenges from changes in information systems environments that include a growing proportion of services on external cloud platforms, increasingly complex access requirements for students and partners, and the persistent rise in cyberattacks targeting higher education.
    - This policy was developed with a group of subject matter experts representing multiple institutions across UW System, including UW-Eau Claire, UW-Madison, UW System Administration, and UW-Whitewater. The policy includes the following key concepts:
    - Privileged and highly privileged authorizations reflect 2 levels of privileged access and the requirement for additional controls for Highly Privileged Authorizations. In addition, authorizations (aka privileges) apply to both accounts and identities in IAM systems.

- IAM architectures can be complex. Therefore, high-level IAM architecture documentation is required to support continuity of service and to ensure coherence among the inter-connected information security services.
- Authentication and password requirements have been updated to reflect current research and best practices, including requiring Multi-factor Authentication (MFA), where practical and possible, for all access except read-only low risk data.
- Applications and information systems should use an IAM system, often referred to as Single Sign-On (SSO), for authentication when it is technically available or practical.
- A set of minimum controls are defined for institutions that manage their own IAM systems.
- University Comments and Concerns
  - Please see the [SYS 1030 & SYS 1030.A Comments and Concerns](#) page for a summary of the comments received during the feedback period and how they were addressed.

### III. Rescinded UW System Administrative Policy

- [SYS 171, Recruitment/Retention of Students](#) (Approved December 20, 2023)
  - Background Summary of Policy
    - This policy was designed to promote standardization across UW System universities regarding the amount of information/assistance provided to prospective undergraduate and graduate students to determine if a particular university can provide instruction, research and academic support services to meet their needs. It also addresses special efforts that may be needed to recruit and retain targeted groups of students, including minority and/or disadvantaged students, students underrepresented by gender in a particular discipline, or exceptionally talented students a university is attempting to recruit to remain competitive in the higher education environment.
    - SYS 171 dictates which funds may be used for this purpose and lists expenditures that are considered appropriate for general recruitment, as well as additional expenditures that may be approved for recruitment and/or retention of targeted groups.
    - This policy was initially approved in 1975 as Financial Policy and Procedure Paper (FPPP) 26, during the formation of the UW System. It was designed to promote standardization across the universities in terms of their informational offerings to prospective students. Subsequent revisions added consideration for targeted groups.
  - Rationale for Rescission
    - Upon review, this policy does not provide universities with additional funds for recruitment of additional information beyond what is found in other policies and practices. At this state of maturity as a System, it is determined that the standardization this policy was designed to promote has been achieved and is now codified in campus policies and practices. Therefore, this policy is proposed for rescission.
  - University Comments and Concerns
    - There was no feedback received during the university comment period.

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

- SYS 216, *Academic Pay Policy*
- SYS 351, *Purchasing Card Compliance Policy*
- SYS 351.A, *Purchasing Card Procedure*
- [SYS 1275, Recruitment Policies](#)