Kennesaw State University
Policy Process Council Meeting Agenda
August 19, 2025
11:00 – 12:30
Via TEAMs

Members: Callie Warren, Jay Thomas, Sandi Gillilan, Aaron Streimish, Scott Nowak, Karen Kornweibel, Leigh Funk, Bee Blank, Stephen Gay, Rudy Jackson, Lisa Duke, Sherry Grable, Matt Iwanski, Ryan McLemore, Corinne McNamara (Proxy), Amy Phillips, Nwakaego Nkumeh-Walker, Amber Smith, Pete Rorabaugh (Proxy),

Members Excused:

Invitees:
James Westbrook, Director of Emergency Management
Christy Hendricks, Continuity Planner
Ron Briggs, Dean of Students
Dylan Goldblatt, AI Strategist and Applied Researcher

Agenda:

1. **Welcome and Introductions**

2. **Review/Discussion of Policies**
   Please review the policies and insert your comments / feedback in the shared documents linked below.

Policy	Summary of Changes
Continuity of Operations Policy James Westbrook & Christy Hendricks	New Policy
Hazing Policy Ron Briggs	Determination of Editorial Only or Substantive Changes
AI Policy Institutional Artificial Intelligence Guidebook Anissa Vega / Stephen Gay	New Policy

3. **Upcoming Policy Reviews**

Upcoming Policy Reviews for September PPC	Projected Type of Review	Unit Responsible	Review Year
Student Complaints (formerly Complaint Resolution Policy)	Substantive	Student Affairs	2025

Complaint Resolution Policy	Substantive	Student Affairs	2025
Centers and Institutes Policy	Substantive	Academic Affairs	2025
Policy on University Policies (AA)	Substantive	Academic Affairs	2025
Substantive Change Policy (AA)	Substantive	Academic Affairs	2025
Institutional and Program Accreditation Policy (AA)	New		
Overdue Policy Reviews			
Contract Approval and Signature Authority Policy		Procurement and Contracting	2022
Establishing or Changing an Elective Fee or Special Charges Policy		Budget and Planning	2022
Records and Information Management Policy		Records Management	2021

4. **Process Improvements for AY26**
   - Proposed Updates to the Policy Cover Sheet
   - Update on Student Government Involvement in the Policy Review Process
   - AY25 Policy Review Report – Public Availability
   - Near Real-Time Policy Tracking – Public Availability

5. **AY26 Review Schedule** Immediate updates can be made anytime as necessary

Policy Group	Unit Review	Ready for PPC Review	Ready for Shared Governance Review
UITS Policies (16)	May – June	August	September
HR Policies (21)	June - July	September	October
Academic Affairs, Records Management, Enrollment Svcs, Strat Comm, & EEO (8)	August - September	October	November
Legal, Campus Operations, Facilities, Safety (6)	September - October	November	January
Research, Student Affairs (8)	October - November	January	February
Financial Policies (9)	November – January	February	March
Miscellaneous		March	April
Miscellaneous		April	May

6. **Meeting Alignment for Policy Reviews**

Month	PPC	FS Sub FS Mtg	SS Sub SS Mtg	CDA Sub CDA Mtg	DC Sub DC Mtg
August	Aug 19	Aug 11 Aug 25	Aug 27		Aug 14
September	Sept 16	Sept 15 Sept 29	Sept 24	Sept 3	Sept 18
October	Oct 21	Oct 13 Oct 27	Oct 29	Oct 1	Oct 16
November	Nov 18	Nov 10 Dec 1	Nov 19	Nov 5	Nov 20
December		NA	Dec 17	Dec 3	NA
January	Jan 20	Jan 12 Jan 26	NA	NA	Jan 15
February	Feb 17	Feb 9 Feb 23	Feb 25	Feb 4	Feb 19
March	Mar 17	Mar 16 Mar 30	Mar 25	Mar 4	Mar 19
April	Apr 21	Apr 13 Apr 27	Apr 29	Apr 1	Apr 16
May			May 27	Apr 29	May 14
June			Jun 24		

PPC Meeting Schedule

2025-2026 Meetings – Tuesdays, 11:00 - 12:30 pm as follows:

- August 19, 2025
- September 16, 2025
- October 21, 2025
- November 18, 2025
- January 20, 2026
- February 17, 2026
- March 17, 2026
- April 21, 2026

Orientation for Senate Presidents and CDA Chair = Late August 2025