



Policy Review Committee

September 27, 2018 | 10:00 – 11:30 am

Pleasants Family Assembly Room

Wilson Library

AGENDA

Meeting goals:

- Discuss updates to University policies and procedures
- Share updates and/or concerns on current or pending policies
- Recommend PolicyStat working group membership

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| I. Opening and Introductions (5 minutes) | 10:00 – 10:05 |
| II. Policy Discussion Forum (45 minutes) | 10:05 – 10:50 |
| a. Policy on Background Checks for Faculty and Non-Faculty Employees, Student Employees and Affiliates | |
| b. Background Check Policy – Supplemental Procedures | |
| c. Alcohol Policy | |
| III. Policy Issues Discussion (25 minutes) | 10:50 – 11:15 |
| IV. PolicyStat Working Group Discussion (5 minutes) | 11:15 – 11:20 |
| V. Policy Liaison Updates (5 minutes) | 11:20 – 11:25 |
| VI. Wrap Up and Close (5 minutes) | 11:25 – 11:30 |

Next Meeting: Thursday, October 25, 2018, 10:00 – 11:30 am, Pleasants Family Room, Wilson Library

Upcoming Training

Extreme Makeover: UNC Policy Edition

TBA Spring 2019

University Policy Management System (PolicyStat) Training

TBA following new PolicyStat UI release

Executive Summary

Policy Title: Background Checks for Faculty and Non-Faculty Employees, Student Employees, Paid and Unpaid Affiliates

Responsible Unit: Workforce Strategy, Equity, and Engagement – Office of Human Resources

Issuing Officer: Linc Butler, Associate Vice Chancellor for Human Resources

Month Submitted for Review: September 2018

Policy Summary

The background check policy and procedure outline the process and requirements for background checks as a part of the hiring process at UNC Chapel Hill.

Proposed Revisions

The following changes to the procedure have been implemented within the past year:

- **April 3, 2017:** The criminal search period was changed from back to age 18 to last 7 years and the validity period of a completed background check was extended to 6 months.
- **July 1, 2017:** Contingent offers for permanent Faculty candidates were implemented.
- **September 1, 2017:** Contingent offers for Non-Faculty permanent and Post Doc candidates were implemented.
- **December 1, 2017:** Contingent offers for SHRA permanent candidates were implemented.

Additionally, both the policy and procedure have been put in the University's Policy on Policies format.

Interpretation/Implications of the Revisions

Because of these changes, the background check turnaround time has decreased from approximately 7 business days to an average of 4 business days. The number of background checks has decreased from 10,563 the previous year to 9,990 for the current year, resulting in an overall cost savings of \$13,000.

Stakeholders Impacted by the Revisions

All units at UNC Chapel Hill.

Legal Review by Office of University Counsel

Neera Skurky and Mary Crosby

Review History

While there have been no changes to the background check policy language, the procedures have been updated based on feedback from key campus stakeholders.



Executive Summary

Policy Title: Alcohol Policy
Responsible Unit: Student Affairs
Issuing Officer: Jonathan Sauls, Associate Vice Chancellor and Dean of Students
Month Submitted for Review: September 2018

Policy Summary

The Alcohol Policy of The University of North Carolina at Chapel Hill ("Policy") is designed to support the larger mission of the University and to promote the values of honor and integrity, personal responsibility, dynamic learning, and community engagement. Through incorporation of a public health perspective, this Policy strives to cultivate an educational environment that encourages healthy and responsible behaviors, fosters academic and personal success, supports student retention, and promotes the safety and well-being of all members of the University community. This Policy also seeks to foster a campus culture in which all members of the University community have a meaningful awareness of this Policy and of the resources available to address alcohol misuse.

Proposed Revisions

Substantive Revisions September 2018:

- Format changed to incorporate Appendices into Policy, Standards, and Procedures:
 - Appendix A: Definition of Key Terms to Alcohol Policy
 - Appendix B: Guidelines for Serving Alcohol at University-Sponsored Events or on University Premises to Standards
 - Appendix C: Adjudication & Response to Student Violations to Procedures
 - Appendix D: Alcohol & Other Drug Risks and Resources to Standards
- Policy Statement J; additional clarification regarding Common Source Containers;
- Guidelines for Serving Alcohol at University-Sponsored Events or on University Premises II B; additional clarification regarding Common Source Containers.

Interpretation/Implications of the Revisions

The proposed revisions are in response to updating the Policy regarding common source containers at tailgating events.

Stakeholders Impacted by the Revisions

This Policy establishes the standards and regulations regarding alcohol use at the University and by Campus Members. Moreover, this Policy applies to Students at all times until graduation or other separation from the University, both while on campus and as appropriate to any off-campus conduct that has implications for University interests. The University retains jurisdiction over Students who take a leave of absence, withdraw, or who have graduated for any violation of this Policy that occurred prior to the leave, withdrawal, or graduation. This Policy applies to employees during the duration of their employment, both while on campus and as appropriate to any off-campus conduct that has implications for University interests. This Policy applies to all visitors to the campus at any time. University Administrative Units and Student Organizations may supplement this Policy with more restrictive measures, as long as those measures do not

conflict with the purpose or provisions of this Policy.

Legal Review by Office of University Counsel

Steve Keadey, Senior University Counsel AVC reviewed for legal compliance only.

Review History

The Policy has been reviewed and approved by the Alcohol Policy Taskforce, including the following members:

1. Jonathan Sauls (Chair) (jsauls@email.unc.edu)
 - Dean of Students
 - Chair (2015-16), High-Risk Alcohol and Substance Abuse Working Group
2. Dean Blackburn (blackburn@unc.edu)
 - Director of Student Wellness & Associate Dean of Students
 - Member (2015-16), High-Risk Alcohol and Substance Abuse Working Group
3. Derek Kemp (derek.kemp@unc.edu)
 - Associate Vice Chancellor for Campus Safety & Risk Management
4. Amy Holway (holway@unc.edu)
 - Assistant Director, Student Conduct
 - Primary hearing officer for student violations of Campus Alcohol Policy
5. Dr. Aaron Bachenheimer
 - Executive Director, Off-Campus Student Services & Community Partnerships
 - Professional interest in mental health, substance abuse, and risk-focused prevention
6. Dr. Marcella Boynton (mhb23@email.unc.edu)
 - Research Assistant Professor, Gillings School of Global Public Health
 - Research in alcohol misuse and expertise in health decision-making theory, complex survey design, and data analysis
7. Elinor Landess (elinor@downtownchapelhill.com)
 - Campus & Community Coalition Director
 - Coordinates town/gown efforts around prevention of high-risk drinking
8. Nuwan Rathnayaka (nrath@live.unc.edu)
 - PhD Student, Biostatistics, School of Public Health
9. Viren Makhijani (viren@email.unc.edu)
 - PhD Student, Neurobiology, School of Medicine
10. Melanie Langness (melan22@live.unc.edu)
 - Co-Chair, Student Safety and Wellness Committee in Student Government
11. Jacob Young (jacoby@live.unc.edu)
 - Co-Chair, Student Safety and Wellness Committee in Student Government