Subject: RE: Policy Touchbase

Date: Monday, November 24, 2025 at 3:00:39 PM Eastern Standard Time

From: Jewell Battle

To: Siatta Davis, Troy Shinbrot

CC: Danielle Myricks, Taryn Cooper, Lucille Foster, Morgan Smith, Wendy Purcell

Attachments: image001.png, image002.jpg, image003.png, image004.png, image005.png, image006.png,

image007.png, image008.png

Hi Troy and Siatta!

I am following up to address some of the issues that were raised regarding revisions that were approved through the policy management process for the following policies:

- 10.3.3
- 80.1.7
- 50.1.4

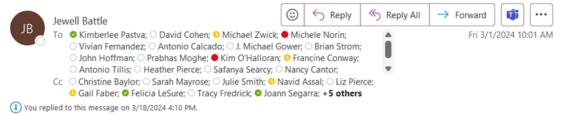
These policies were revised according to the process described in the <u>Policy on Policies</u>, and the University Senate representatives on the Policy Approval Committee (PAC) were given the same information and opportunity to comment and vote on these revisions as the remaining members of the PAC.

Please see the information and screenshots below:

10.3.3 – Special Student Organization Funding Policy

March 1, 2024 – I sent an email informing the PAC about the proposal to revise 10.3.3.
 Senator Pierce and Senator Searcy, your predecessors as Senate representatives on the PAC, were included on that email.

Policy Approval Committee - Policy Proposal Review and Scheduling



the last few months has been to allow those policies to be approved and posted on the policy library without going through the new process because we had not finalized the policy proposal forms and had not convened the PAC and PDC. Now that we have convened the PAC/PDC and finalized the proposal forms, it's time to fully transition into the new process.

- We are setting a deadline of June 30, 2024 for policies that were in draft before the approval of the Policy on Policies
 to be approved in a shortened process. The shortened process will not include review by the Policy Development
 Committee or feedback from the Notice and Comment period. This shortened process includes the following parameters:
 - Policies must have been in draft before the October approval of the Policy on Policies. Policies that began development after October are required to go through the full policy process.
 - Policy Owners/Responsible Executives and their teams will draft the policies. This committee (the Policy Approval Committee) will have an opportunity to approve the final version of a policy.
 - Policies that do not have a final version to present to the Policy Approval Committee by June will not be posted
 on the policy library and will be required to go through the full policy process.
- It has been brought to my attention that within the full policy approval process some non-interim/emergency policies
 may need to be approved prior to the estimated 6 month timeframe. We are developing a way to navigate these
 concerns within the full process requirements. We will communicate more about what this prioritized process looks
 like once we have finalized plan.

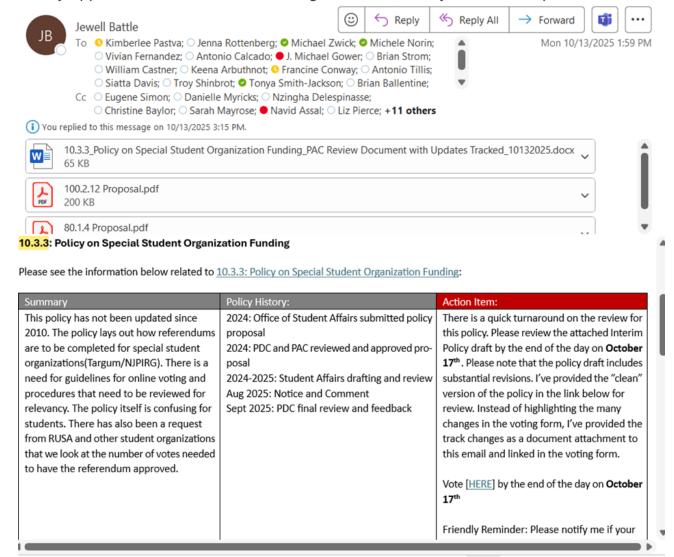
The first policy revision proposal has been submitted to update 10.3.3 – Policy on Special Student Organization Funding.

Please review the proposal [here] and vote whether to approve or deny the proposal by March 11th. This policy will go through the full policy revision process. If this proposal is approved, I will notify the Policy Owner, Policy Development Committee, and Structure and Governance Committee in the University Senate so that the drafting process can begin.

Please let me know if you have any questions or concerns about the information above. Thank you!

- Neither Senator Pierce nor Senator Searcy voted on the proposal. They also did not email or call me with any questions or concerns about the proposal. Based on the votes that were received from other PAC members, the PAC approved the proposal.
- After an extensive drafting and revision period with the policy owners and Policy
 Development Committee, 10.3.3 was published for public Notice and Comment from August
 1st August 31st of this year. Interested parties were able to access the draft to review from
 links on the front page of the policy library, within the policy page itself, and on the MyRutgers
 dashboard. In review of the responses, 88 people provided comments on this policy.
- The final draft of the revised policy was then sent to the PAC via email for review and approval on October 13th of this year. As members of the PAC, both of you received that email. Neither of you voted on the revised policy, nor did I receive any response via email or phone call with concerns or questions about the policy draft. Context about the draft, including when the proposal was submitted and who was involved in the drafting/review, was included in the email:

Policy Approval Committee - 2026 Meeting Invitations / Policy Draft and Proposal Reviews

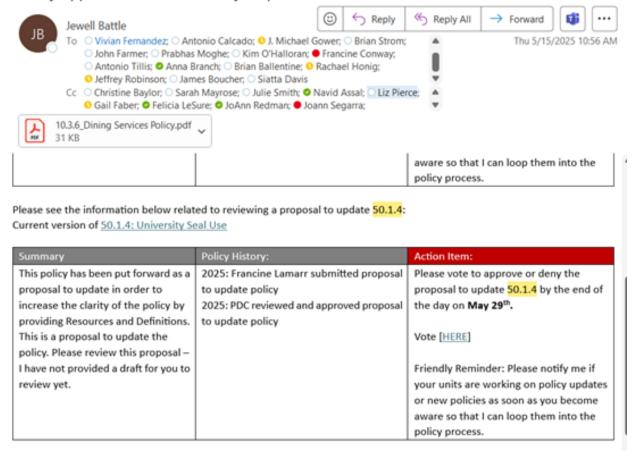


 Based on the votes that were received from other members of the PAC, the proposed revisions to the policy were approved.

50.1.4 – University Seal Use Policy

• May 15, 2025 – I sent an email informing the PAC about the proposal to revise 50.1.4. Senator Boucher was included on that email as well as Senator Davis.

Policy Approval Committee: Policy Proposal Reviews



Our next meeting is Monday May 19th at 11:00am. Please let me know if you have any questions or comments about the proposals above. Thank you!

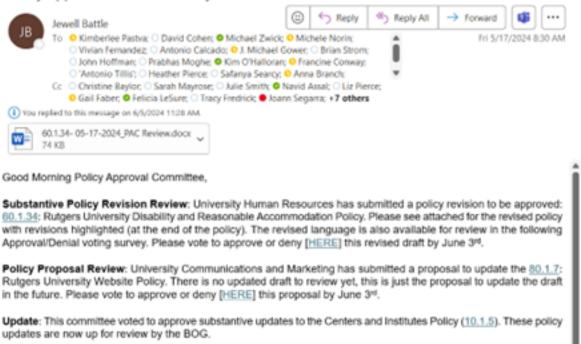
- Neither Senator Boucher nor Senator Davis voted on the proposal. I also did not receive an email or call with any questions or concerns about the proposal. Based on the votes that were received from other PAC members, the PAC approved the proposal.
- 50.1.4 was published for public Notice and Comment from September 5th October 5th of this year. Interested parties were able to access the draft to review from links on the front page of the policy library, within the policy page itself, and on the MyRutgers dashboard. In review of the responses, no one provided comments on this policy.
- The final draft of the revised policy was then sent to the PAC via email for review and approval on October 17th of this year. As members of the PAC, both of you received that email. Neither of you voted on the revised policy, nor did I receive any response via email or phone call with concerns or questions about the policy draft. Context about the draft, including when the proposal was submitted and who was involved in the drafting/review, was included in the email:



80.1.7 Rutgers University Website Policy

• May 17, 2024 – I sent an email informing the PAC about the proposal to revise 50.1.4. Senator Pierce and Senator Searcy were included on that email.



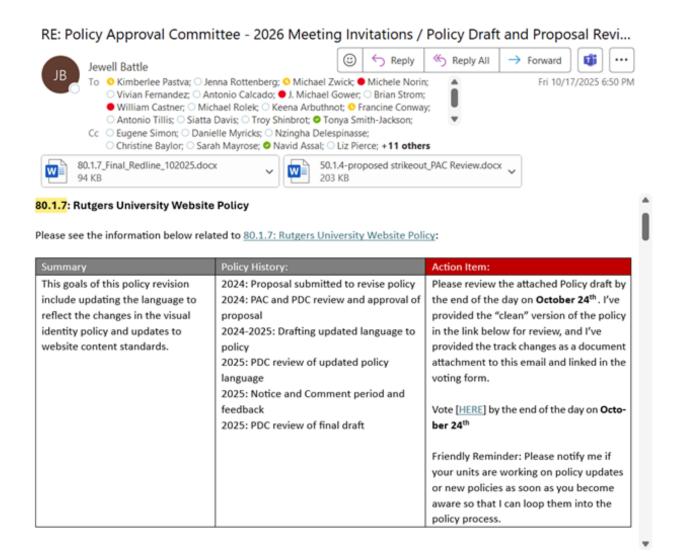


Reminder: The next PAC meeting is scheduled for June 3rd at 2:30pm. I will send out an agenda for the meeting next

Please let me know if you have any questions, thank you!

week.

- Neither Senator Pierce nor Senator Searcy voted on the proposal. I also did not receive an email or call with any questions or concerns about the proposal. Based on the votes that were received from other PAC members, the PAC approved the proposal.
- After an extensive drafting and revision period with the policy owners and Policy
 Development Committee, 80.1.7 was published for public Notice and Comment from
 September 5th October 5th of this year. Interested parties were able to access the draft to
 review from links on the front page of the policy library, within the policy page itself, and on
 the MyRutgers dashboard. In review of the responses, no one provided comments on this
 policy.
- The final draft of the revised policy was then sent to the PAC via email for review and approval on October 17th of this year. As members of the PAC, both of you received that email. Neither of you voted on the revised policy, nor did I receive any response via email or phone call with concerns or questions about the policy draft. Context about the draft, including when the proposal was submitted and who was involved in the drafting/review, was included in the email:



There seems to be a breakdown in communication and I want to make sure that is resolved. As you can see in the screenshots above, I have included both of you on all correspondence sent to the PAC during your time as PAC members, as well as to Senator Pierce, Senator Searcy, and Senator Boucher during the time that they served as the Senate's representatives on the PAC. I have not seen any indication that those emails were not received, nor have I received any feedback from anyone in the University Senate on any of the policy proposals or drafts I have sent to the Policy Approval Committee for voting.

If, for some reason, you are not receiving the email communications to the PAC that contain your opportunity to review, comment on, and vote on policy proposals and policy drafts, please let me know as soon as possible so that we can rectify this situation. If you are receiving the email communications, please understand that this is your opportunity, as PAC members, to participate in the review and approval process. It is the same opportunity that is extended to all other PAC members. Thank you.

Jewell Battle
Policy Manager
University Ethics & Compliance
Rutgers, The State University of New Jersey

Office: (973) 289-0208

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We R Listening

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From: Siatta Davis < siatta.davis@camden.rutgers.edu>

Sent: Monday, November 24, 2025 12:23 PM

To: Troy Shinbrot <<u>shinbrot@soe.rutgers.edu</u>>; Jewell Battle <<u>jewellb@uec.rutgers.edu</u>>

Cc: Danielle Myricks <dmyricks@uec.rutgers.edu>

Subject: Re: Policy Touchbase

Hi All,

Troy - appreciate your assistance and for keeping up with the PAC work. Thanks, Jewell, for getting the update to us.

Peace and be well, Siatta

Siatta Davis
Program Coordinator,
Hill Family Center for College Access
Rutgers University-Camden
67 Penn Street
Camden, NJ 08102
Direct: (856)225-2885

Direct: (856)225-2885

siatta.davis@camden.rutgers.edu



From: Troy Shinbrot <<u>shinbrot@soe.rutgers.edu</u>>
Sent: Monday, November 24, 2025 11:59 AM

To: Jewell Battle < jewellb@uec.rutgers.edu >; Siatta Davis < siatta.davis@camden.rutgers.edu >

Cc: Danielle Myricks < dmyricks@uec.rutgers.edu>

Subject: Re: Policy Touchbase

Thanks, Jewell. I appreciate you as always - just trying to catch up.

From: Jewell Battle < jewellb@uec.rutgers.edu > Sent: Monday, November 24, 2025 10:05 AM

To: Troy Shinbrot <shinbrot@soe.rutgers.edu>; Siatta Davis <siatta.davis@camden.rutgers.edu>

Cc: Danielle Myricks < dmyricks@uec.rutgers.edu>

Subject: RE: Policy Touchbase

Hi Troy!

Okay, I will send you an email response later today. We'll cancel the plans to schedule a meeting. Thanks!

Jewell Battle Policy Manager

University Ethics & Compliance

Rutgers, The State University of New Jersey

Office: (973) 289-0208

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From: Troy Shinbrot <shinbrot@soe.rutgers.edu>

Sent: Friday, November 21, 2025 4:40 PM

To: Jewell Battle <jewellb@uec.rutgers.edu>; Siatta Davis <siatta.davis@camden.rutgers.edu>

Cc: Danielle Myricks < dmyricks@uec.rutgers.edu>

Subject: Re: Policy Touchbase

Hi Jewell.

I'm available any of those times. Not sure that a meeting is better than emails, but the issue is that in the Senate today it was raised that some policies may have been adopted since Siatta & I were included on the PoP Committee, that we weren't aware of.

Maybe the simplest thing would be if you could tell us what policies have been adopted since Sept. '25? If nothing has been adopted, we needn't discuss further; if policies have been adopted, we'd like to understand what those were and how we can make sure we're in the loop for the future. Maybe I overlooked something (always possible, at least in my case!), or maybe we need a better way of being alerted of changes pending?

Best,

-Troy

From: Jewell Battle < jewellb@uec.rutgers.edu > Sent: Friday, November 21, 2025 4:02 PM

To: Troy Shinbrot <shinbrot@soe.rutgers.edu>; Siatta Davis <siatta.davis@camden.rutgers.edu>

Cc: Danielle Myricks < dmyricks@uec.rutgers.edu>

Subject: Policy Touchbase

Hi Troy and Siatta!

I am reaching out to touch base with you about the policy process. I understand there may be some concerns. Please let me know if you're available to discuss. We're hoping to meet with you before the Thanksgiving holiday. Do you have availability during any of the following?:

- Monday from 1 2
- Monday after 4:30
- Anytime on Tuesday

Thanks!

Jewell Battle
Policy Manager
University Ethics & Compliance

Rutgers, The State University of New Jersey

Office: (973) 289-0208

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