

# MICHIGAN STATE UNIVERSITY

January 17, 2013

## MEMORANDUM

**To:** Trustee Policy Committee

**From:** June Youatt, Acting Provost *June Youatt*

**Subject:** Policy Revisions Consistent with Recent Organizational Changes

### RECOMMENDATION:

BE IT RESOLVED that the Trustee Policy Committee recommends that the Board of Trustees approve the modifications to Board policies as indicated on the attached Exhibit A.

### BACKGROUND:

At its December 14, 2012 meeting, the Board of Trustees approved a series of personnel actions primarily involving units that previously reported to the Vice President for Finance and Operations and Treasurer. Several Board policies reference the Vice President for Finance and Operations and Treasurer title. A necessary consequence of the reorganization of the Office of the Vice President for Finance and Operations and Treasurer is that policies referencing the Vice President for Finance and Operations are now inaccurate. As a result, those policies should be amended to remove the Vice President for Finance and Operations and Treasurer title and to insert, in its place, the title of the individual now responsible for fulfilling that function.

The amendment of Policy 01.07.01 – Investment Policy will be recommended separately to the Board at its January 25, 2013 meeting. Included within that amendment will be the recommendation that references to the Vice President for Finance and Operations and Treasurer be replaced with Vice President for Finance and Treasurer.

The amendment of one policy, 04.07.01 – Conflict of Interest in Employment, and one Board approved procedure, Procedures of the Anti-Discrimination Judicial Board, do not require further action by the Board of Trustees. In both documents references to the Vice President for Finance and Operations and Treasurer will be replaced with Executive Vice President for Administrative Services. This title change to the successor position to the Vice President for Finance and Operations and Treasurer was authorized by the Board in its Personnel Actions at its meeting of December 14, 2012.



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**The attached Exhibit A lists each policy that references the Vice President for Finance and Operations and Treasurer and the title that should now appropriately be inserted in its place in the respective policies.**

**cc: Trustee Finance Committee  
President Simon  
Vice President Noto  
Secretary Beekman**

**Policy 01.07.03 – Capital Projects Debt**

**Replace Vice President for Finance and Operations and Treasurer with Vice President for Finance and Treasurer**

**Policy 02.06.01 – Construction Project Planning and Approval**

**Replace Vice President for Finance and Operations and Treasurer with Vice President for Strategic Infrastructure Planning and Facilities**

**Policy 02.06.05 – Real Estate**

**Replace Vice President for Finance and Operations and Treasurer with Vice President for Strategic Infrastructure Planning and Facilities**

**Policy 05.07.02 – Expenditure Policy**

**Replace Vice President for Finance and Operations and Treasurer with Vice President for Finance and Treasurer**

**Policy 06.18.01 – Student-Athlete Conduct Policy**

**Delete the references to the Vice President for Finance and Operations and Treasurer**