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Below, please find a listing of all new and revised UW System Administrative policies and procedures approved between September 6 and October 4, 2024. There was one (1) Revised UW System Administrative Procedure, and three (3) New UW System Administrative Interim Policy Actions.

**I. Revised UW System Administrative Procedure**

- [SYS 102.A, New Academic Degree Programs, Changes to Academic Degree Programs, and Additional SYS 102 Items](#) (Approved September 10, 2024)
  - Summary of Procedure and Procedure Revisions
    - The purpose of these procedures is to provide information on planning a new academic degree program; making changes to an existing academic degree program; and additional items covered by [SYS 102](#).
    - In section 3, proposing technical changes to:
      - Add the definitions for “fully distance education”, “in-person”, and “mixed modality”. These definitions are referenced in section 4.E.IX and may be referenced elsewhere in the procedures document and guidance.
      - Amend the definition of “suspend” to align the definition with the long-standing provision of SYS 102, section 3.4.3 and 3.4.4.
    - In section 4, proposing technical changes as follows:
      - In section 4.E.IX., to add the word “degree” throughout the section, so as to read “academic degree programs.” This change provide consistency in verbiage across the policy and procedure document.
      - In section 4.E.IX., to replace the phrase “adding or eliminating distance” with “changing the mode”.
      - In section 4.E.IX., to add the phrase “adding distance education as a modality,” replacing “adding distance delivery”.
      - In section 4.E.IX., to add a sentence following, “Note that UW’s “Mixed Modality” designation and “Fully Distance Education” designation align with HLC’s definition of a distance education program.”
      - In section 4.E.IX.1.e. and 4.E.IX.1.f., to add verbiage clarifying the modality definitions offered to the committee in February 2024, as requested by the universities. The added text provides clarifications regarding the formats included within each category and adds delivery flags that will facilitate data submission by the universities and the utility of data that are maintained in the CDR.
      - In section 4.E.IX.2., proposing the addition of verbiage, as requested by the university, to affirm and acknowledge that each university may create sub-categories within the reporting categories established in this procedure.
      - In section 4.G, proposing a technical change to align the commencement of the monitoring review period to align to the period articulated in the long-standing provision of SYS 102, section 6.3.2.1.

- Committee Comments and Concerns
  - As this is a technical revision, it is not shared with the universities for comment. The Academic and Student Affairs Policy Committee had no concerns during their review.

## II. New UW System Administrative Interim Policy Actions

- [SYS 100-10, Interim: Institutional Statements](#) (Approved September 12, 2024; Expires October 1, 2025)
  - Summary of Interim Policy Action
    - [Regent Policy Document \(RPD\) 4-21, Commitment to Academic Freedom and Freedom of Expression](#), affirms the Board of Regents' commitment to those principles. The Board acknowledges that "different ideas in the university community will often and quite naturally conflict," and stipulates that, in instances of such conflict, "[i]t is for the members of the university community, not for the institution itself, to make those judgments for themselves."
    - In accordance with [RPD 4-21](#), and in order to uphold and protect academic freedom, freedom of expression, and an environment in which competing ideas can be freely discussed and debated by all members of the university community, it is necessary that all official statements issued in the name of and on behalf of the institution are limited to matters that directly affect the operations and mission of the university, and that maintain viewpoint neutrality in any reference to a matter of political or social controversy.
- [SYS 1200-13, Interim: University Staff and Craft Workers Vacation, Paid Leave Banks, and Vacation Payouts](#) (Approved October 2, 2024; Effective January 1, 2025; Expires June 30, 2025)
  - Summary of Interim Policy Action
    - The implementation of the Administrative Transformation Program includes efforts to reduce the administrative differences between the different employee types. Among these differences is the fact that University Staff are granted Vacation and Personal Holidays on a calendar year basis, while all other employees are granted these leaves on a fiscal year basis. To eliminate this difference, upon the adoption of Workday as our Human Resource Management software, University Staff will be transitioned to a fiscal year basis for paid time off. This interim policy is created to ensure that University Staff accrue the correct amount of paid time off for the transition period running from January 1, 2025, through June 30, 2025, and to ensure a clear understanding of the transition period for employees and supervisors.
- [SYS 1200-14, Interim: University Staff Personal Holiday and Legal Holiday Administration](#) (Approved October 2, 2024; Effective January 1, 2025; Expires June 30, 2025)
  - Summary of Interim Policy Action
    - The implementation of the Administrative Transformation Program includes efforts to reduce the administrative differences between the different employee types. Among these differences is the fact that University Staff are granted Vacation and Personal Holidays on a calendar year basis, while all other employees are granted these leaves on a fiscal year basis. To eliminate this difference, upon the adoption of Workday as our Human Resource Management software, University Staff will be transitioned to a fiscal year basis for paid time off. This interim policy is created to ensure that University Staff accrue the correct amount of paid time off for the transition period running from January 1, 2025 through June 30, 2025, and to ensure a clear understanding of the transition period for employees and supervisors.

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

- [SYS 135, UW System Undergraduate Transfer Policy](#)
- [SYS 236, Utilization of Independent Contractors](#)
- [SYS 334, Accountability for Capital Equipment](#)
- [SYS 425, Use of Personal Vehicles, Rental Cars and Fleet for Business Transportation](#)
- [SYS 1290 Guidance: \(Code of Ethics\) Guidelines for Reporting Outside Activities Under UWS 8.025](#)