

San Francisco State University Audit, Risk and Compliance Committee

June 22, 2017

Agenda

- Introductions and Vision
- Audit and Advisory Services Update
- Policy and Practice Directive Update
 - Time, Place, & Manner Policy Update
- Business Continuity Program Update
 - Program Update
 - BC Workshop Findings
 - Business Continuity Work Group
- Risk Mitigation Update
- Future ARC Committee Meeting Topic “Brainstorm Session”
- 2017 ARC Committee Meeting Calendar & Wrap Up

Audit & Advisory Services

A Few Tips from the Auditors



GoAnimate

Audit & Advisory Services
WE MAKE THE RIGHT THING HAPPEN!



Policies and Practice Directives Update

Policies in Progress

- Policy on System-wide Smoke and Tobacco Free Environment
- Animals on Campus
- Mail Services
- Digital Swap Shop
- Public Auction
- Honorarium
- Special Consultant
- Independent Contractor
- Gift Cards
- Time, Place & Manner

<http://policiesandpracticedirectives.sfsu.edu/>

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Policies and Practice Directives [Administration and Finance]

Home

University Executive Directives

Practice Directives

Draft Practice Directives Under Review

Delegations of Authority

Frequently Asked Questions

Policies and Practice Directives

Welcome to the Administration & Finance: Policies and Practice Directives website. This site is intended as a central, easy to use, on-line directory of policies and practice directives impacting departments, and includes links to departmental procedures.

The University policies and practice directives are developed, reviewed and modified on an ongoing basis. The official versions of university policies as well as the Administration and Finance practice directives are contained on this website. These are updated continuously, as changes are approved by the appropriate approving authority.

As Compliance & Policy Coordinator, Andrea Whipple is responsible for updating and maintaining this website. In the event of a discrepancy between the most recently approved updates and the version posted on this site, please contact Andrea via email at polices@sfsu.edu.

For more information, please contact:

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Resources and Tools

- CSU Executive Orders
- CSU Coded Memoranda
- Integrated California State University Administrative Manual
- California Title V
- CA Education Code
- Academic Senate
- SF State Bulletin
- Practice Directive Template
- Procedure Template
- Practice Directive Manual
- Title IX
 - CSU Executive Order 1095
 - CSU Executive Order 1096
 - CSU Executive Order 1097

Contact

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San Francisco State University
A California State University Campus

Policies and Practice Directives
Web Contact: polices@sfsu.edu

Time, Place & Manner University Executive Directive Update

- 12-month collaboration between:
 - President's Cabinet
 - University Counsel
 - SAEM and DOS
 - Risk & Analytics
 - UPD
- Extensive campus outreach with three presentations on Free Speech, 1st Amendment and TPM
 - President's Cabinet and other Key Stakeholders
 - ARC Committee
 - SAEM Town Hall

Time, Place & Manner University Executive Directive Update

Summary of Important Revisions

- Much of the document revised to provide more clarity especially on “protected speech” and 1st Amendment rights
- Enforceable on Main Campus, Downtown Campus, Romberg-Tiburon Center and Sierra Nevada Field Campus
- Defers to existing Practice Directives on some issues (bicycles, animals, etc.) to allow for easier future revisions

Time, Place & Manner University Executive Directive Update

Summary of Important Revisions

- Posting & Chalking
 - Allows public flyers to be posted only on designated “public bulletin boards”
 - Academic department bulletin boards are “non-public”
 - Department is responsible for enforcing this UED
 - Allows for immediate removal of any posting not in compliance regardless of content
 - Outlines permit process for posting of any free-standing signs or banners
 - Identifies specific locations for posting of free-standing signs and banners

Time, Place & Manner University Executive Directive Update










Next Steps

- Final review and revision by President's Cabinet followed by President's approval
- Finalize free-standing sign and banner locations
- Educational reach out to campus partners (Associated Students Executive Committee, Faculty Affairs, A&F Town Hall, etc.)
- Continual, campus-wide enforcement of UED



Business Continuity (BC) Program Update

BC Workshop Findings

-  Information Sharing
-  BC Critical Functions
-  BC Strategies
-  Coordination and Tracking of BC Response
-  Communications During BC Response
-  Emergency Procurement
-  Human Resources During BC Events
-  BC Planning Tools
-  EOC Response Related Observations



BC Workgroup Volunteers?

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Risk Mitigation Update Discussion



Future ARC Topics: Suggestions

2017 ARC Meeting Schedule

- Wednesday, August 23, 2017
- Wednesday, October 18, 2017
- Wednesday, December 13, 2017



ARC