

AUGUST 2017

Visit us at <http://www.pvamu.edu/universitycompliance/>

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NEED TO REACH
US?

936-261-2144

WR BANKS BUILDING
SUITE #224

Welcome!

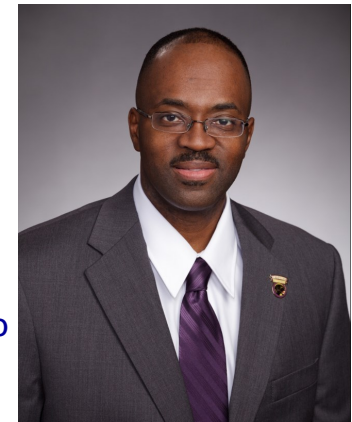
This newsletter is prepared by the Office of University Compliance and is intended to provide you with current information about updated policies and procedures, along with compliance updates from across campus, and other compliance related information.

Ask Our Vice President!

We asked Vice President Fred Washington

“Why is having a ‘Culture of Excellence’ important at PVAMU?”

“If we want to continue being considered one of the best options to students who have so many choices, excellence and a commitment to excellence, must stay at the center of everything we do at Prairie View A&M University. We must remain consistent with our designation as an institution of the first class, and at the same time remain a doorway to a brighter future the way we have been for over 100 years. The #PVNATION must understand that every component of the campus is important and that only through a continued culture of excellence will we keep Producing Productive People.”



Go Panthers!!!



Policy Central

Recently Approved System Policies, System Regulations, & PVAMU Rules and/or Administrative Procedures

Policy Central brings awareness to the University Community about new and updated University-wide policies & guidelines. Each newsletter will cover any significant new and revised University policies.

Listed below are the links to new or revised System Policies, which were approved by the Board of Regents; System Regulations, which were approved by the Chancellor; and, PVAMU Rules and/or Administrative Procedures, which were approved by the University President. All approvals were effective between March and June 2017 and the updated versions are posted in the PVAMU Policy Library.

System Policies:

[03.01 - System Mission, Vision, and Strategic Planning Process](#) (Effective 04/27/2017)

[09.04 – Litigation](#) (Effective 03/27/2017)

[21.05 - Gifts, Donations, Grants and Endowments](#) (Effective 04/27/2017)

[34.02 - Drug and Alcohol Abuse](#) (Effective 04/07/2017)

[51.04 - Delegations of Authority on Construction Projects](#) (Effective 04/27/2017)

[60.02 - Public Affairs](#) (Effective 04/17/2017)

System Regulations:

[15.99.05 - Research Compliance](#) (Effective 05/02/2017)

[24.01.01 - Risk Management Programs](#) (Effective 05/24/2017)

[24.01.07 - Unmanned Aircraft Systems](#) (UAS) (Effective 05/24/2017)

[25.99.09 - Communication Allowances](#) (Effective 06/01/2017)

[29.01.04 - Accessibility of Electronic and Information Resources](#) (Effective 06/01/2017)

[33.99.14 - Criminal History Record Information – Employees and Applicants](#) (Effective 03/29/2017)

PVAMU Rules:

[12.01.99.P1 - Granting Extension of Tenure Probationary Period](#) (Effective 06/08/2017)

[25.06.01.P1 - Historically Underutilized Business Program](#) (Effective 05/02/2017)

[31.08.01.P1 - Granting of Emeritus Status to Faculty and Staff](#) (Effective 06/27/2017)

PVAMU Administrative Procedures:

[12.01.99.P0.01 - Academic Freedom, Responsibility and Tenure](#) (Effective 05/31/2017)

[21.01.09.P0.01 - Fixed Asset Management](#) (Effective 03/09/2017)

[24.01.06.P0.01 - Programs for Minors, Day Camps and Enrichment Programs](#) (Effective 05/31/2017)

[27.99.99.P0.01 - Distribution and Use of Indirect Cost](#) (Effective 03/09/2017)

[31.02.13.P0.01 - Wellness Programs](#) (Effective 04/13/2017)

If you have any questions or concerns, please contact Craig Nunn, Compliance Officer I, at clinunn@pvamu.edu or at ext. 2117.





Compliance Across Campus

Clery Act

Clery Act Disclosure Requirements:

According to provisions of the Clery Act, PVAMU must collect, classify, count and disclose statistics for certain crimes reported to a Campus Security Authority (CSA) as having occurred in one of the university's Clery geographic categories, including "non-campus property."

Campus Security Authorities:

All PVAMU employees have been designated as CSAs. The best practice is for employees to submit any crime reports received in the course of short trips or study abroad activities to the Clery Act Compliance Coordinator (Craig Ellsworth).

Reporting:

CSAs should submit any crime reports that they receive to the Clery Act Compliance Coordinator as soon as possible via email or, preferably, the Maxient system for CSA reporting.

Contact Person: Craig Ellsworth, crellsworth@pvamu.edu

Research Compliance

Responsible Conduct of Research (RCR) Training Requirements:

Non- Training Grants: Responsible Conduct of Research (RCR) Training is required for all faculty, staff, students, and post-docs working or paid off grants. Training must be completed online, via CITI [website](#), 60 days of hire or prior to beginning work on a project, and is good for 3 years.

NIH Training Grants: The RCR Training Plan for Training Grants can be found [HERE](#).

Export Control Requirements:

Prior to **ALL** International Travel, an [International Travel Checklist](#) must be submitted to the [Export Control Officer](#).

An [Approval of Visiting Scholar form](#) must be submitted to the [Export Control Officer](#) prior to **ALL** International Visits.

Please review the **NEW** [Export Control Compliance Manual](#) for more information!

Contact Person: Donna Pulkrabek, djpulkrabek@pvamu.edu, & Crysta Mendes, crmendes@pvamu.edu

Federal Drug-Free Schools and Communities Act

In accordance with requirements of the Federal Drug-Free Schools and Communities Act, PVAMU is to disseminate information to all students, staff and faculty on an annual basis.

Please review the Annual Notification <http://www.pvamu.edu/universitycompliance/home/annual-notifications/>

Contact Person: Cathy Smock, casmock@pvamu.edu

TRIVIA



See results of the Trivia in our next newsletter!

Recent studies have shown that having an engaged workforce helps create a culture of compliance.

In fact, it has been shown that there are certain factors that organizational leaders can use to create a culture of compliance.

These factors include which of the following?

- (a) Leadership demonstrating good behavior
- (b) Value & rituals of managers to reinforce culture
- (c) Employees understanding that compliance is integral to their jobs
- (d) Work teams to monitor risk across the organization
- (e) Performance systems & incentives for employee behavior

Trivia from our last quarterly newsletter:

A recent study showed the following areas as 'Compliance & Ethics Hot Topics'.

- (A) Social Media Compliance Risk
- (B) Creating/Maintaining an Ethical Culture
- (C) Risk & Compliance Program
- (D) Cybersecurity & Cybercrime

Which of these "hot topics" do you think was ranked #1 for Educational Institutions?

Answer: (D) Cybersecurity & Cybercrime

"Do The Right Thing"

The Texas A&M University System is dedicated to adhering to the highest ethical standards and principles. If you have factual information suggestive of fraudulent, wasteful or abusive activities, we want you to report it. Examples of reportable issues include fraud; misuse of resources or information; violations of safety rules; inappropriate conduct, harassment or discrimination.

We encourage you to report such issues through the Risk, Fraud & Misconduct Hotline, a telephone and web-based reporting system. 1-888-501-3850 or select "file a report" at the top of the page at www.ethicspoint.com. The hotline is independently operated and available 24 hours a day, 7 days a week. Reports can be submitted anonymously, and will be forwarded to the appropriate institution or agency official for action.

