The Policy Update provides all members of the University community with current information on revised or newly established policies and procedures.

The following policies were revised or established during the 2019 calendar year.

**University Policies, Procedures & Guidelines**

- Academic Regalia, Hood Descriptions and Degree Abbreviations
- Academic Revenue Activity Policy
- Allocation of Teaching-Stream Positions Across Faculties (SPS A9)
- By-Laws - Board of Governors
- By-Laws - Board of Governors - Appendix B - Banking Resolution
- By-Laws - Board of Governors – Appendix C – Safekeeping Resolution
- By-Laws - Board of Governors – Appendix D – Resolution for the Sale of Securities
- By-Laws - Board of Governors - Appendix E (Execution of Instruments - Resolution)
- By-Laws - Board of Governors - Appendix F – Directions to CIBC Mellon Global Securities Services
- By-Laws - Board of Governors - Appendix G - Borrowing Resolution
- By-Laws - Business (Faculty of)
- By-Laws - Science (Faculty of)
- By-Laws - Senate
- Code of Student Rights and Responsibilities – effective January 1, 2020
- Contributory Pension Plan for Hourly-Rated Employees - Statement of Investment Policies and Procedures
- Contributory Pension Plan for Salaried Employees, Statement of Investment Policies and Procedures
Policy Update - 2019

Cotutelle Policy

Discrimination and Harassment Policy – effective January 1, 2020

External and Internal Referees (except for those Clinical Educators) (SPS B5), Procedures for Selection of and Communication with

Faculty Professional Development Allowance Plan (PDA) Policy and Procedures

Insurance and Protection of Moveable Assets

Pregnancy and Parental Leaves Policy for Faculty and MUFA Librarians (SPS C4)

Preparation of Dossiers for Tenure/Permanence/CAWAR and/or Promotion (SPS B12)

Research Leave Policy - Permanent Faculty (SPS C2)

Research Residuals

Selection of and Communication with External & Internal Referees (except for those for Clinical Educators) (SPS B5)

Sexual Violence Policy – effective January 1, 2020

Storm Emergency Policy

Tenure and Promotion Policy

Workplace Accommodation, Guide and Procedures

Employment Related Policies, Directives & Procedures

Parental and Pregnancy Leave for TMG

President’s Awards for Outstanding Service Policy and Procedures

Tuition Bursary Program for Dependents and Spouses
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Financial Policies, Procedures & Guidelines

Accounts Receivable and Billing (Non Student) Policy – MacBill

Affiliate/Intercompany Accounts, Procedures for

Capital Assets (Accounting for)

Capital Assets - Tracking and Disposal Policy

Charging Interest & Fees on Non Student Accounts Receivable (MacBill), Guidelines for

Closing an Expendable Trust Fund, Guidelines for

Departmental Charges made to students’ accounts

External Financing Decisions (Lease vs. Buy)

Financial Affairs Procedures for Affiliate/Intercompany accounts

Reimbursements to Individuals for University Business, Guidelines for (AP-01)

Strategic Procurement

Administration Policies, Procedures & Guidelines

Work Placement Fees, Guidelines for
Health & Safety Policy and Risk Management Manual Programs (RMM)

RMM 100 Workplace and Environmental Health and Safety Policy - effective January 1, 2020

RMM 115 Remotely Piloted Aircraft Systems Program – NEW

RMM 300 Appendix – Matrix

RMM 301 Standard Operating Procedures (SOP) Program

RMM 316 Electrical Safety Program

RMM 317 Machine Shop Safety Program

RMM 322 Health and Safety Training Needs Program

RMM 403 Noise Control and Hearing Program

RMM 502 Hazardous Waste Management Program

RMM 504 Compressed and Liquified Gases Program

RMM 505 Transportation of Dangerous Goods

RMM 1000 Reporting and Investigating Injury/Incident/Occupational Disease Program