2020

ReVision: Creating a Roadmap to Institutional Improvements

Tina Carter
Virginia Commonwealth University, cccarter@vcu.edu

Cynthia Olvera
Texas A&M University, colvera@stuact.tamu.edu

ReVision: Creating a Roadmap to Institutional Improvements

Abstract

The Policy's responsible office is charged with evaluating the policy's effectiveness at achieving desired results and necessity for changes on an ongoing basis. Have you been wanting to or been asked to make a change to your policy? Writing or updating university rules and policy can seem daunting for many of us. Two universities will share their review process and lessons learned, including how focusing on risk management driven policy helped garner buy in and how it strengthened both policy and Youth Programs Manual through key modifications.

Keywords

youth policy, safety and protection of minors, triennial review, policy review

Disciplines

Civic and Community Engagement | Higher Education

ReVision: Creating a Roadmap to Institutional Improvements

Tina Carter
Director
Mary and Frances Youth Center
Virginia Commonwealth University

Cyn Olvera
Assistant Director
University Youth Programs
Texas A&M University

Agenda

- Experience Poll
- Considerations
- Review Process
- Know Your Policy
- Stakeholders & Timeline
- Question & Answer

Objectives

- Learn what a review process is and understand the resources and time commitment needed to complete one.

- Learn two approaches to the planning process and tips for success.

- Identify rule/policy considerations or improvements for your campus, and determine which should be included in the policy versus shared as best practice.

- Develop a working list of risk responsibilities to use on your campus and plan for next steps.
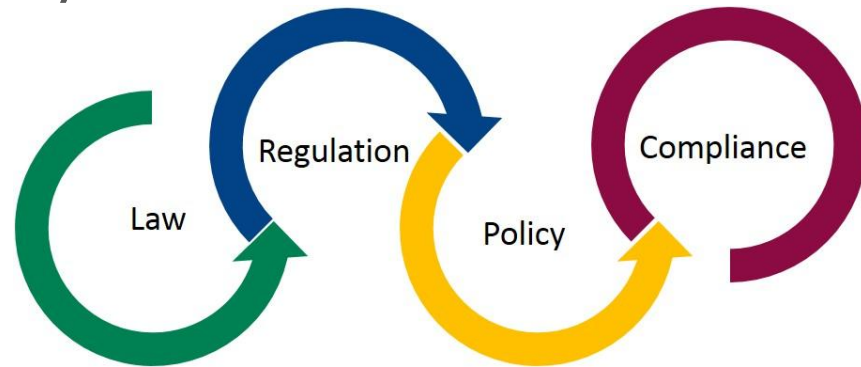
Experience Poll

- Is this your first HEPNet Conference?
- How long have you been working in youth protection?
- Do you know the revision process on your campus?
- Is this the first time you have been involved in rewriting your university's youth policy/rule?
- Does policy review or writing policy make you nervous?

Considerations

- There's more than one way to skin a cat!
- Our goal is to provide information that helps you create a plan of your own
- Use the collective knowledge in the room today!
- Rule vs Policy

Law → Regulation → Policy → Compliance

Review Process

VCU Mary and Frances
Youth Center
Community Engagement

- Triennial Review
  - 7 Steps
- Youth Programs Manual or Policy
- Changes & Challenges
  - Minor or Major
  - Account for the Unknown

Review Process

University Youth Programs
Office of Risk, Ethics, & Compliance

- Scheduled Review- 5 years
- Gathering of Stakeholders
- Shared Review Resources
- Timeline

Know Your Policy

- What do you want to change?
  - Rule/Policy or Guideline/Best Practice
- Creating a Roadmap
  - Brainstorm
  - Worksheet
- Share and Debrief

ReVision: Creating a Roadmap to Institutional Improvements

My Personal Roadmap

Rule Revision Needed
Rule Revision Completed

Current Needs for your campus policy?

What needs writing, changing, or updating? _____

What is your campus policy revision process?

Who are your stakeholders?

Name/Department: _____

Timeline for revision

Start date	To do	Designee	Contact or Partner	Due Date	Completed

Stakeholders and Timeline

Stakeholders

- Creating Buy In
    - Partners/who's invested
    - How to create interest

Timeline

- Process- check with your policy office
- Research
- Time Sensitive Issues

Question & Answer

THANK YOU FOR COMING!