

Policy Development and  
Administration Benchmarking

August 31, 2012



# Policy Benchmarking

As of Summer 2012

Peer institutions demonstrate a range of practices related to policy development—some just provide basic navigation to decentralized repositories while others take a more centrally-managed approach.



# CIC Peer Practices

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As of 07/2012	University of Chicago	University of Illinois	Indiana University	University of Iowa
<b>Policy Coordinator or Director</b>	No	No	Chief of Staff and Director of Policy Administration	Sr. VP of Finance and Operations
<b>Reports to</b>	N/A	N/A	Executive Vice President for University Regional Affairs, Planning, and Policy	Sr. VP of Finance and Operations
<b>Policy Advisory Group or Committee</b>	N/A	N/A	Policy Advisory Council	President approves policy with advice from Vice Presidents' Group
<b>Administrative Policy Repository</b>	<a href="http://adminet.uchicago.edu/adminpols/pols-index.shtml">http://adminet.uchicago.edu/adminpols/pols-index.shtml</a>	<a href="http://www.uillinois.edu/about/policies.cfm">http://www.uillinois.edu/about/policies.cfm</a>	<a href="http://policies.iu.edu/index.shtml">http://policies.iu.edu/index.shtml</a>	<a href="http://www.uiowa.edu/homepage/policy/">http://www.uiowa.edu/homepage/policy/</a>
<b>Repository Provides Supporting Tools</b>	Yes, but minimal	No	Some procedures in policy as well as links	Yes, within "Ops Manual"
<b>Link to Academic Policies</b>	No	No	Yes	Yes
<b>Policy on Policies</b>	No	N/A	No	Yes, in "Ops Manual"
<b>Comments</b>	Secretary of the Faculties site has some admin policies: <a href="http://sof.uchicago.edu/">http://sof.uchicago.edu/</a>	See also U of IL system Policy Library web page: <a href="http://www.hr.uillinois.edu/policy_compliance/policy_library">http://www.hr.uillinois.edu/policy_compliance/policy_library</a>	Organized by alphabetically, by area, and searchable	Policy page is primarily a portal to other resources on campus

# CIC Peer Practices

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As of 07/2012	University of Michigan	University of Minnesota*	University of Nebraska – Lincoln	Northwestern University
<b>Policy Coordinator or Director</b>	University Audits has a role in coordinating policy	University Policy Director	No	No
<b>Reports to</b>	N/A	Director of Institutional Compliance	N/A	N/A
<b>Policy Advisory Group or Committee</b>	N/A	Presidents Policy Committee, Policy Advisory Committee	No	Policy Review Committee
<b>Administrative Policy Repository</b>	<a href="http://spg.umich.edu/section/600/">http://spg.umich.edu/section/600/</a>	<a href="http://www.policy.umn.edu/">http://www.policy.umn.edu/</a>	<a href="http://bf.unl.edu/policies/">http://bf.unl.edu/policies/</a>	<a href="http://policies.northwestern.edu/">http://policies.northwestern.edu/</a>
<b>Repository Provides Supporting Tools</b>	No	Yes	No	<a href="http://policies.northwestern.edu/committee.html">http://policies.northwestern.edu/committee.html</a>
<b>Link to Academic Policies</b>	Yes	Yes	Yes	Yes
<b>Policy on Policies</b>	N/A	<a href="http://policy.umn.edu/Owner/POLICYDEVELOPMENT.html">http://policy.umn.edu/Owner/POLICYDEVELOPMENT.html</a>	No	<a href="http://policies.northwestern.edu/UP_Development_and_Publication_Policy.pdf">http://policies.northwestern.edu/UP_Development_and_Publication_Policy.pdf</a>
<b>Comments</b>	Michigan divisions have some well developed policy repositories	Well developed central repository with links to supporting tools	Policies located on one page, but found the site not user friendly	Listed policies organized by category or audience

# CIC Peer Practices

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As of 07/2012	The Ohio State University	Pennsylvania State University	Purdue University	University of Wisconsin – Madison
<b>Policy Coordinator or Director</b>	Two designated Policy Process Coordinators (not standalone positions)	Not apparent, but uniformity across policies suggests coordination	Yes	No
<b>Reports to</b>	University Policy Process is co-managed by the Offices of Human Resources and Legal Affairs	N/A	Vice President for Ethics and Compliance	N/A
<b>Policy Advisory Group or Committee</b>	University Policy Review Committee , Senior Management Council	No	Executive Policy Review Group	N/A
<b>Administrative Policy Repository</b>	<a href="http://www.osu.edu/policies/">http://www.osu.edu/policies/</a>	<a href="http://guru.psu.edu/policies/">http://guru.psu.edu/policies/</a>	<a href="http://www.purdue.edu/policies/index.html">http://www.purdue.edu/policies/index.html</a>	<a href="http://www.wisc.edu/policies/">http://www.wisc.edu/policies/</a>
<b>Repository Provides Supporting Tools</b>	Links embedded within policies	Unclear - hidden behind password firewall	Yes	No
<b>Link to Academic Policies</b>	Yes	No	Link to Academic Regulations Website	Link to Undergrad and Grad catalogs/home pages of schools and colleges
<b>Policy on Policies</b>	No. Process definitions, process and guidelines.	No	Yes	No
<b>Comments</b>	Clearly defined process and requirements	GURU website provides comprehensive info about policies, tools, etc.	Website easy to use with visible links to tools	Unclear who maintains webpage listed above