



**TO:** University Council

**FROM:** Lori Erickson, Assistant Vice President for Human Resources  
Kay Lennon-McGrew, Assistant University Counsel and Policy Counsel

**DATE:** October 11, 2021

**RE:** Human Resources Obsolete Policies

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**I. Introduction.**

Pursuant to Procedure G of the ETSU Policy Development and Administrative Rulemaking Policy, staff, faculty, or students may recommend that a policy be removed. The sponsor of the policy is advised of the recommendation and reviews the suggestion with the Office of University Counsel. After a legal review and review with appropriate parties, a written recommendation stating the reason the policy or procedure is obsolete is made to either Academic Council or University Council. The applicable council votes to either approve deletion of the obsolete policy or deny the proposed deletion.

**II. Obsolete Policies Recommended for Removal.**

The Office of Human Resources recommends removal of the obsolete policies listed below. The Office of University Counsel reviewed these policies and agrees with the recommendation from the Office of Human Resources.

<b>Current Policy Number</b>	<b>Current Policy Title</b>	<b>Reason for Deletion</b>
PPP-01	<a href="#">Content and Purpose of Personnel Policies and Procedures</a>	This policy described the previous format for personnel policies and procedures. It is not needed under the current university policy process and format.
PPP-11	<a href="#">State Employee Assistance Program</a>	This is a benefit provided by the State of Tennessee. It is not a benefit provided due to an ETSU policy.
PPP-12	<a href="#">State Employee Suggestion Award Program</a>	This is a State of Tennessee program, not an ETSU program. The program requires an individual to submit suggestions directly to the State of Tennessee Human Resources

		Department. ETSU is not involved in this process.
PPP-40	<a href="#"><u>Affirmative Action Complaints</u></a>	The content of this policy was included in the <a href="#"><u>Policy on Discrimination and Harassment</u></a> which was previously approved through ETSU's formal policy process on 1/16/2020 and updated today.
PPP-62	<a href="#"><u>Policy on Sexual Orientation</u></a>	ETSU adheres to all federal and state laws regarding discrimination and harassment related to sexual orientation. Since the establishment of the Office of University Compliance, allegations of discrimination are now reviewed and investigated by the Compliance Office instead of HR and Student Affairs. The content of this policy was included in the <a href="#"><u>Policy on Discrimination and Harassment</u></a> which was previously approved through ETSU's formal policy process on 1/16/2020 and updated today.
PPP-67	<a href="#"><u>Interim SARS Policy</u></a>	This was designed to be an interim policy and is no longer relevant.
PPP-80	<a href="#"><u>Discrimination and Harassment-Compliant and Investigation Policy</u></a>	The content of this policy was included in the <a href="#"><u>Policy on Discrimination and Harassment</u></a> which was previously approved through ETSU's formal policy process on 1/16/2020 and updated today.