Request to Review UMD Policy X-3.01(A) Concerning Telephone Billing (Senate Document #22-23-20)
Campus Affairs Committee | Chair: Keira Martone

The Senate Executive Committee (SEC) and Senate Chair Newman request that Campus Affairs Committee review the proposal entitled, *Proposal to Review UMD Policy X-3.01(A) Concerning Telephone Billing.*

Specifically, The Campus Affairs Committee should:

1. Review the *Proposal to Review UMD Policy X-3.01(A) Concerning Telephone Billing* (Senate Document #22-23-20)

2. Review the University of Maryland, College Park Policy and Procedures Concerning Telephone Billing (X-3.01[A]).

3. Review any ancillary policies related to X-3.01(A) University of Maryland, College Park Policy and Procedures Concerning Telephone Billing.

4. Review similar policies or procedures on telephone billing at Big 10 and other peer institutions.

5. Consult with a representative of the Division of IT.

6. Consult with the University Senate leadership on preliminary directions and progress of the charge.

7. Consult with a representative of the IT Council.

8. Consider whether the policy aligns with current practices related to telephone billing at the University.

9. Consider whether there are outdated elements of the policy that should be removed.

10. Consider whether the language in the policy should be broadened to accommodate any future changes in technology.

11. Consider whether any ancillary policies have any outdated elements that should be removed or revised.

12. Consult with a representative of the Office of General Counsel on any proposed changes to the University's policy.

13. If appropriate based on the council's consideration of the above items, recommend whether the policy should be revised and if so, provide suggested revisions.

We ask that you submit a report to the Senate Office no later than **January 31, 2024**. If you have questions or need assistance, please contact the Senate Office, senate-admin@umd.edu.