



CHARTER

The Controller's Unit (CU) Policy Committee is charged with supporting the development and maintenance of Oregon State University's CU policies and associated rules. In alignment with the Division of Finance & Administration's [guiding principles](#) and using a process that solicits and incorporates stakeholder input, the CU Committee will make recommendations to the Associate Vice President for Finance & Controller (AVPFC) and the Policy Stewards to ensure that policy is consistent with university values, policies and standards, and work to advance OSU's strategic goals. The committee will also guide the creation and improvement of policy within the purview of the AVPFC.

Committee members will serve in an advisory role and assist the Fiscal Policy Officer by supporting effective and efficient processes related to the development and maintenance of policy:

1. Identify, evaluate and monitor policy issues and concerns
2. Assess strategic, reputational, financial, compliance, operational and life safety risk associated with policy changes
3. Identify appropriate stakeholders and solicit feedback regarding policy matters under consideration
4. Review policy drafts, feedback, recommendations and related resources
5. Monitor the outcomes following implementation of policy
6. Support effective and efficient processes related to the Controller's Policy Program

MEMBERSHIP

The Fiscal Policy Officer will chair the committee. The chair will evaluate membership on an annual basis and recommend new members as necessary. Committee members will be selected from units across the university based on their interest and understanding of policy. The committee members will provide diverse perspectives with a balanced focus on both compliance and operational needs.

To promote open and transparent communication, stakeholders will be regularly informed of policy activities and encouraged to provide input.

ROLES AND RESPONSIBILITIES

Committee Chair – Coordinate and communicate with committee members and stakeholders to ensure they are informed of relevant meeting times, dates and materials. Ensure the committee charter, workplans, agendas and goals are established and executed. Work closely with Policy Stewards to draft policy, evaluate training needs and other resources.

Committee Members – Attend meetings prepared to actively contribute and participate in accordance with the charter, with a resolve to be objective and to do what is in the best interest of the university. Each member will act in accordance with OSU’s ethical standards, participating with an open mind and engaging with a cooperative spirit. All members will promote and support approved policies and rules. Committee members will advance their own learning and acquired knowledge to promote a culture of fiscal responsibility.