

The Alliance of Awesome: Policy and Investigator Partnerships that Win!

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Session Agenda

- Introductions
- Learning Outcomes
- Overview of an Investigation
- Overview of Policy Administration
- Investigator/Policy Administration Intersections

Introductions!

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What role do you currently hold at your institution/organization?

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Time in the field



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Is your Institution Public or Private?

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Learning Outcomes

As a result of the presentation, participants will be able to:

- Identify differences and similarities between Investigator and Policy Administrator perspectives;
- Name 2 strategic actions for collaboration;
- Identify an action item for your campus processes.

Policy Foundations

- Policies should help employees/students understand requirements.
- Policies should be clear, concise, relevant, and easily understood by end users.
- Policies should be developed in a transparent process.

Policy Administration



Investigation Foundations



- An Investigation should be a complete fact-finding process related to an allegation of misconduct or a problem.
- An Investigation should be a comprehensive and formal process.

Investigations

1. Intake and Evaluation
2. Investigative Proceedings
3. Reporting
4. Recommendation Process

Partnerships



Alignment/Competing Interests

- **Policy Administrator**
 - Enterprise-wide norms
 - Policy vs Procedure
 - Scope Drift
 - Policy is not the communication device
- **Investigator**
 - What does the policy (or intersecting policies) state?
 - What actions did the employee take?
 - How can this policy be accessed?
 - Identification of trends and metrics
- **Content Area Expert/Policy Owner**
 - Campus Culture/Needs
 - Campus Systems Intersections
 - National/Regional Regulations or Trends Intersections
 - Audit Intersections

Pair and Share



With a partner or member of your table please discuss potential alignment/competing interests on your campus

Structures for Partnerships

- Recurring Meetings
 - Team vs One on One
- Cross Representation in Committees
- Metric Review
- Intentional Early Content Review

Ideas in Action: HR Strategic Policy Update Process

- 60+ Policies
- Payroll, Compensation, Employee Relations, etc
- Working group of 10 + campus leaders

Engagement with:

- Training
- Representation on committee
- Contextual awareness
- Recurring meetings
- Identification of gaps, common misconceptions

Ideas in Action: Investigations Weekly Team Meetings

- Policy Administrator, HR Investigators, Financial Investigators, Academic Investigators
- Current work:
 - Themes/Trends?
 - What's in Queue?
- Risk Evaluation and Capacity
 - Where is more support needed?
- Scope Drift Feedback
- General Awareness
 - Policy Prioritization



Pair and Share



With a partner or member of your table please discuss the structures you might pursue for collaboration on your campus

Benefits of Structured Partnerships

- Risk Mitigation
- Awareness
- Collaboration
- Consensus
- Alignment
- Establish Ownership of Content
- Communication

Questions?