

Downtown Campus Faculty Assembly

Agenda

February 2, 2010

12:30pm-2:30pm

CU 299

Lunch served at 12 noon

- 12:30 PM Meeting Call to Order- John Wyckoff, Chair
- December Minutes to be approved
- 12:35 PM Jeff Parker, Interim Vice Chancellor for Administration and Finance
- Budget discussion
- 1:00 PM Provost Roderick Nairn
- Provost's Update
- 1:30 PM Mark Stanker, Vice President, Payroll & Benefit Services
- Discussion of Dependent Eligibility
- 2:00 PM Chair's Report
- 2:15 PM Committee Reports
- Academic Personnel Committee
 - Budget Priorities
 - Educational Planning and Policy Committee
 - Learning, Educational Technology, Teaching and Scholarship
- Diversity Committee:
- Disability, GLBT, Women's Issues, Minority Affairs
- 2:25 PM Report from UCDALI,
Report from FACAB
Old Business/New Business
- 2:30 PM Adjournment

UNIVERSITY OF COLORADO DENVER

Downtown Campus Faculty Assembly

Minutes

February 2, 2010

12:30pm-2:30pm

CU 299

Lunch served at 12 noon

Members Attending: John Wyckoff, Roxanne Byrne, Pam Laird, Robert Flanagan, David Bondelevitch, Michelle Comstock, Bruce Neumann, Allison Bashe, Tanner McDonald, Michelle Engel, Allan Wallis, Elaine Jurries, Louise Vale, Candan Duran-Aydintug, Laura Argys, Hamid Fardi, Jan Bialasiewicz

Guests Attending:

Zen Camacho, Vice Provost

Laura Goodwin, Associate Vice Chancellor Academic Affairs

Roderick Nairn, Provost

Jeff Parker, Interim Vice Chancellor for Administration and Finance

Mark Stanker, Vice President, Payroll and Benefit Services

Danielle Zieg, Director, Internal Communications

12:30 PM

Meeting Call to Order- John Wyckoff, Chair

- December Minutes approved
- Announce President Bruce D Benson's schedule for Feb 3 2010

12:35 PM

Jeff Parker, Interim Vice Chancellor for Administration and Finance

Provost Nairn:

- CU System communication will come from President Benson, CU Denver communication will come from Chancellor Wilson
- Right now what we've been asked to deal with is a 50 million dollar cut to CU system; no clarity beyond 50 million dollars

Jeff Parker:

- 50 million dollar cut split into 2 fiscal years; 29 million this year, 21 left to reduce in FY 2010-11.
- AMC vs DC cuts based on percentage of general funds
- Next revenue forecast to come in March.
- We are starting "what if" conversations now so we are prepared for the future.
- Sources and use analysis has been used for 5 years at the college level. This information is shared with the Deans yearly at the budget retreat, BPC, etc. This year the President's office asked for additional data at the department level for CLAS and ENGN. We are comparing performance from year to year.

Next Meeting: March 2, 2010 12:30-2:30PM CU 299

UNIVERSITY OF COLORADO DENVER

1:00 PM

Provost Roderick Nairn

- Dental school—we have an exceptional Dental school, had a very successful accreditation visit, care for hundreds of patients annually, incident will still be in the newspapers for a few weeks.
- John Wyckoff: The Post reported the word “Denver” was going to be removed from everything dealing with AMC, is this true?
- Provost Nairn: the Regents reaffirmed the consolidation, took the study of consolidation off the table; satisfied with information regarding consolidation effectiveness. As recently announced by President Benson’s Office, UC Denver is our overall institutional name. The AMC and AMC Schools/Colleges will be branded as e.g., University of Colorado Anschutz Medical Campus - without the “Denver” in the title.
- We are trying to expand summer opportunities. 60 classes scheduled for this Maymester.

1:22 PM

Danielle Zieg—Shortly we are to send NSEE to our first year students, and to seniors who have been identified as completing their entire career at UCD. Survey administration begins in the next 2 weeks, administered for 4 weeks, range of questions touching on their experience in the classroom, location, advising, etc. In the past, we have not done much with NSEE data, but the administration is committed to looking closely at the data to assess changes. Survey is distributed by NSEE, email invitations to participate with an individual links.

1:30 PM

Mark Stanker, Vice President, Payroll & Benefit Services

- Discussion of Dependent Eligibility
- Changed focus to pre-verification for dependents to be enrolled as of July 1 (to avoid “harsh” undertone)
- **See attached report**

2:00 PM

Chair’s Report

- Teri Burleson will be here next month to discuss ISIS
- Until the end of Roxanne’s Chairship, there was a push to consolidate the two Assemblies; has not progressed since the Regent’s upheld consolidation. Does the Assembly think we should try to go ahead with consolidating the two assemblies?
 - We will re-visit issue at March 2 meeting.

2:15 PM

Committee Reports

Budget Priorities Committee

** BPC has put together a survey of faculty, review process that’s happening. Short survey, open ended, opportunity to voice concerns, make suggestions to the President’s 3 ways to reduce the budget.

Next Meeting: March 2, 2010 12:30-2:30PM CU 299

2:25 PM **Report from UCDAI**

Group continues to meet with school and college deans, and new award was just announced: Award for a unit, Best Practice with Non-Tenure Track faculty, \$2500 award. March 19th last day to get proposal into Laura Goodwin's office

Old Business/New Business

* LETTS will investigate an issue with the use of field trips for students, particularly in natural/social sciences. The office of risk management is putting tighter restrictions on the use of field trips as an educational tool mainly because of liability.

*Roxanne is starting phased retirement, and will be stepping off ISIS committee—looking for someone to step into her shoes and to do so by the end of April, beginning of May will be stepping down to middle of June.

2:08 PM **Adjournment**

Downtown Campus Faculty Assembly

Agenda

March 2, 2010

12:30pm-2:30pm

CU 299

Lunch served at 12 noon

- 12:30 PM Meeting Call to Order- John Wyckoff, Chair
- February minutes to be approved
- 12:35 PM Teri Burleson, University Registrar
- ISIS discussion
- 1:00 PM Jim Hageman, Associate Vice Chancellor for Research
- Research and Creative Activities Symposium
- 1:30 PM Provost Roderick Nairn
- Provost's Update
- 2:00 PM Chair's Report
- 2:15 PM Committee Reports
- Academic Personnel Committee
 - Budget Priorities
 - Educational Planning and Policy Committee
 - Learning, Educational Technology, Teaching and Scholarship
- Diversity Committee:
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Downtown Campus Faculty Assembly

Agenda

March 2, 2010

12:30pm-2:30pm

CU 299

Lunch served at 12 noon

12:30 PM

Meeting Call to Order- John Wyckoff, Chair

- February minutes unanimously approved

12:35 PM

Teri Burlison, University Registrar

- ISIS is coming along nicely
- Registration date for Fall will be May 5th
- We have converted over about 100,000 student records, many of those students enrolled throughout the last 3 terms
- Busy setting up security roles and testing the security and permissions so employees can start to work; Faculty will not be required to take trainings before use. All faculty will have access to look at their classes that will be offered for fall on March 15th
- Employees have needed to take Intro to ISIS, FERPA training, etc.
- Faculty Center will be located through CU Portal; information going out how to get into Faculty Center, using log-in and ID that you use for System
- Web grading. Grading won't start until the end of Fall 2010, but we will be distributing information regarding web grading soon
- Everything Maymester through Summer will be on the old system. Starts new for admissions and registration Fall 2010.
- People who have different access needs (faculty advisors, etc) we will be getting feedback from you "this is what I need to do my job", etc. Many have special needs. Go through Dean's Offices to set up securities needs. In CU Portal there will be a training setup for faculty to give an orientation to you, how to get around, etc.
- Prerequisites: you can put the prereqs on the courses won't enforce pre-requisites yet. 1. Before we enforce we want to make sure it works really well. Pilot population in different schools. 2. When you consider that our 60-70% transfer population, if we enforce pre-reqs, if they are not on a transfer articulation table, the student will be precluded from registration on that course.
- Permissions numbers is a new concept for UCD; each school and college will decide how they want to manage permission numbers. PN can be given on student by student basis or a group of pre-reqs. A group of pns will be given out to a faculty member, they'll give student permission number, they can register.
- There will be information and degree audits available for students to check status and progress throughout program. Not intended to replace advising, but charts available to students

Next Meeting: April 6, 2010 12:30-2:30PM CU 299

1:00 PM

Jim Hageman, Associate Vice Chancellor for Research

- Research and Creative Activities Symposium; Ask for your help and support to make the 13th Annual RaCAS successful.
- 13 years ago RaCAS originated on downtown campus. Last year Dr. Traystman was impressed and it was decided RaCAS would provide the opportunity for our two campuses to see what's going on on both campuses. 20% were from AMC, 80% still from downtown last year.
- This year, first time, will be at Anschutz. We will be heading out to AMC 10:30-4:30pm. There wasn't enough time to look at posters last year, so we'll just have one guest speaker, Senator DeGette.
- Please encourage your students to enhance a current project or start a project to do a poster for.
- Plan is to alternate annually between DC and AMC
- There will be a parking area available at AMC; still discussing possible transport help

1:30 PM

Provost Roderick Nairn

- Meeting with all the deans and associate deans on budget planning; going very well. Making sure everyone starts to think about what the changes may need to be with the \$50 million in cuts. We still may have more cuts.
- Have met with BPC, meetings have been very helpful; hopeful BPC survey will also help with planning.
- There should be a presentation to the Board of Regents on April 22nd. Before then we'll need to create solid ideas. We know they'll address tuition at the special meeting next Wednesday, whether or not it will be resolved we don't know. Seems to be consensus in the legislature about the 9% gap.
- **Dean search:**
 - **College of Engineering:** I received the list of 3 unranked candidates. I think they are all good candidates. All have different strengths; will be a tough choice.
 - **Graduate School Dean candidates:** 1 is here now, 3 more scheduled to come this week and next. There are a lot of people interested in coming to UCD in spite of budget issues. I suspect committee will give me an unranked list of 3 within the next few weeks.
- **Accreditation:** working to get chapters to the point where we can ask people to start reading chapters. Terry will fill you in at the next meeting on accreditation.
- Any indication on what Board of Regents will move on in tuition increases?
 - No. We'll have to make a very good case on what we want, and we will. We'll push for 9% in that range, because that's what we need. Dean's have been asked for feedback on what they they're needs are and what they think the market will bear. I suspect there will be extensive discussions before it is decided. Many think we should not put the budget burden on the backs of students and families but on the other hand, where else will we get it from?
 - Deans have been asked to review how they can contribute to the \$28 million in cuts. Both DC & AMC are very efficiently run. Many cuts have been made centrally in services, can't cut much more and still provide

Next Meeting: April 6, 2010 12:30-2:30PM CU 299

services. The last few years we have seen enrollment growth, we've been very careful with resources, we've saved money for a rainy day instead of making investments, and now the rainy day is here. Given the financial ups and downs in Colorado in the past, it's all been done before. Chancellor, Provost and Jeff Parker meeting with 4 Regents tomorrow to let them know where we are. Governor announced this weekend greater support for tuition flexibility indicating there probably is little money and we'll have to come up with money ourselves.

- **Classroom space:** Committee of Marguerite Childs and others; budget, legal, and institutional planning are all looking at this. It is reviewed carefully, perhaps more so than a few years ago when campus was not so crowded. Renting space to use for classrooms—UCD, Metro and CCD are all renting space. Going to require flexibility regarding time spots. Acquired more space which I'll tell you about it next meeting when it's final.
- University News: Faculty member in Chemistry won a UNICEF award worth 700,000 for 5 years support

2:00 PM

Chair's Report

- BPC online questionnaire-deadline is tomorrow, please encourage faculty members to respond. About 100 respondents have filled it out thus far. Having a larger show would be very important.
- Candidates for the Dean of the Graduate school are going to be on campus starting yesterday. If you haven't attended any of those candidates' presentations, you may want to try to get to one of those.
- New website will be put online—Beta site, and it behavioral evaluation threat assessment, www.ucdenver.edu/BETA goes into issues dealing with individuals that are perceived to be a threat, disruptive, that pose potential threats. This team helps those who observe this type of behavior deal with it.
Beta housed out of community standards and wellness office; work in conjunction with the counseling center, financial aid, disability resource office.
Way for faculty to raise a flag with particular students so those students who may need help
- Asked to address 3 policies; will refer to EPPC:
 1. International travel: it has been proposed that Office of International Affairs group will oversee international travel by all UCD people by an approval process. Part of policy: enrolled in classes, but didn't address students who may not be enrolled who may be participating abroad through the University.
**Ask EPPC to take a look and make suggestions.
 2. Syllabi consistency. There is a template faculty are supposed to be following. There are specifics which are supposed to be included on each syllabus. Some indication there are faculty who do not follow required inclusions. These policies were reviewed by EPPC before they became policies in 2007; EPPC may want to review status of these policies now.
 3. Attendance and Absence policies and how faculty are grading on participation in courses. There is misunderstanding and ignorance in terms of what's allowed of grading on participation or what's legitimate grading on absences, etc.

- Need to decide next step in the consolidation of the assemblies on Downtown campus and AMC. The consolidation of the Assemblies was put on hold when the Regents decided on a review of consolidation. The Chancellor has encouraged both Leslie and John to go forward with working on consolidation of Assemblies. In light of recent developments at the system level; the branding of the 2 campuses, (DC & AMC) and mission statement which were basically passed at last Board of Regents meeting, they're all issues which lead me to really question whether or not we should move forward. Suggestions?
 - What kind of resources is Chancellor Wilson suggesting he contribute to the cause? Only resources would be John driving to and from AMC & DC. There are common issues between DC and AMC, but the majority of issues that are talked about at both assemblies are really unique to both campuses. Child care has been HUGE on AMC campus; doesn't relate to us down here. Know the differences in culture that exist, which make things quite different.
 - Seems like it's not feasible to continue; their budget model is so different, it's at the department level, ours is centrally done.
 - I would hate to close the door on it, so I would hate to vote against it. If we push it, I think it would fail miserably. Could be something that needs to be brought up later when the economy is worse and there's more push to get faculty opinion and cooperation.
- Leave it dormant for now, not close the door, but not do any more work until we get positive feedback from AMC.

2:15 PM

Budget Priorities

- Spring is usually when budget setting happens; BPC is having an extra meeting, so budget will be set in late April—recommendations established by BPC in advance. BPC will review survey results and will be able to include those in the recommendations we make to Provost.

2:25 PM

UCDALI

- Reminder for award for best practices—due to Sara or Laura on March 19th. Be creative in what types of things your department, School College is doing that supports NTT faculty. Anything you're doing to help professional development of NTT people is welcome.

New Business:

- UBAB: task force in place for a year working on the change from insured to self-funded. UBAB has fought for self-funded for years. Probably will happen before open enrollment. Big changes will happen for people not residing in Denver. Frozen plan—can stay, but can't join. Big change is in the positive direction; University will have flexibility in designing coverage which meets our needs. Rather than having a strong voice from UBAB or independent company, the drivers, like UCH & UPI, will be providing the services. Must be vigilant and weary of this. Competing objectives; economic survival and health of their people and our people. No impact on student coverage.

2:30 PM

Adjourned at 2:25pm

UNIVERSITY OF COLORADO DENVER

Downtown Campus Faculty Assembly

Agenda

May 4, 2010

12:30pm-2:30pm

Lawrence Street Center, Chancellor's Conference Room (14th Floor)

Lunch served at 12 noon

- | | |
|---------|---|
| 1:45 PM | Discussion & vote on Draft Motions |
| 2:00 PM | BPC Survey Update |
| 2:15 PM | Committee Reports
Academic Personnel Committee
Budget Priorities
Educational Planning and Policy Committee
Learning, Educational Technology, Teaching and Scholarship
Diversity Committee:
Disability, GLBT, Women's Issues, Minority Affairs |
| 2:25 PM | Old Business/New Business |
| 2:30 PM | Adjournment |

Downtown Campus Faculty Assembly

Agenda

April 6, 2009

12:30pm-2:30pm

CU 299

Lunch served at 12 noon

Members Attending: John Wyckoff, Roxanne Byrne, David Bondelevitch, Bob Flanagan, Bruce Neumann, Allan Wallis, Pam Laird, Allison Bashe, Kevin Rens, Joy Berrenberg, Ellen Metter

Guests Attending:

Tanner McDonald, Student Representative
Roderick Nairn, Provost & Vice Chancellor
Carolyn North, AVC for International Affairs
Terry Potter, AVC for Academic Effectiveness
Louise Vale, AVC for Budget/Operations

- 12:30 PM Meeting Call to Order- John Wyckoff, Chair
- March minutes amended and unanimously approved
- 12:35 PM Provost Roderick Nairn
- Institutional Effectiveness Office PowerPoint (**attached**)
 - Budget priorities reflected in strategic planning and vice versa
 - *Member question:* Every year we add another year to assessment and evaluation. More time on this, less time on utilizing my evaluation.
 - *Dr. Nairn:* We are trying our best to integrate these things. We don't currently have the infrastructure for this; so it does go out to the units instead of doing it more centrally.
- 1:00 PM Carolyn North, AVC, International Affairs
- Policy #1: Risk Management Committee proposal
 - Govern student international travel
 - Faculty and Staff travel policy
 - **Office of International Affairs: Global Administrative Services website.** NEW office. We provide *a lot* of information. We don't feel we can institute the policies that are risk/compliance-oriented if we cannot provide the services. The goal is to have the risk management policies and procedures in place to protect our own personnel and faculty, but also for you to be able to work within the policies without duress.
 - Policies require a change of thought and behavior. They involve compliance with new laws which are now more stringent post-911.
 - Compliant with IRB in host nation.
 - Law cases starting to define "reasonable" person in an incident like this.
 - Started some of the behaviors without the policies.

Next Meeting: May 4, 2009 12:30-2:30PM CU 299

UNIVERSITY OF COLORADO DENVER

- Faculty went abroad thinking they had University insurance coverage. Most of them were not covered. International SOS is international intelligence resource, risk intervention resource, specialize in serving universities.

1:15 PM Terry Potter, Assistant Vice Chancellor for Academic Effectiveness

- Accreditation team assembled by HLC
- Created a website which is in process of being built, link is on Provost's page
- Issue is receiving feedback from all groups. Problem: self-study is an intimidating document to read, and faculty are very busy. Accreditors will require that we've made every effort to get this out for feedback. Any creative ways? Suggestions on disseminating self study chapters? We need to provide the University constituents a synopsis of what is in the self-study.
- John: Executive summary? 20 pages?—there will be at the end, but not at the draft stages. One page executive summary for each chapter? We can do that.

1:30 PM Louise Vale, Associate Vice Chancellor, Budget/Operations

- March 19th budget forecast was much better than we expected
- Budget handout
- We know this year's budget won't change before July 1st. Ranges for 2011 included in handout
- Any word on cuts on campuses? Benson wants to cut gradually *before* we actually *need* to. We haven't talked about any cuts past what we have to; 15 million. If we have to go to the next level, that's when the next level of cuts will occur.
- If things are improving, and we're talking about banking tuition dollars, it seems like the need for cutting compensation level, staff, and faculty is not necessary at this point in time. Why do we do this now in preparation?
 - Because we're going to be there eventually.

2:00 PM New Business

- Bruce Neumann: we're all going to be effected, and it's important for faculty to have a perspective. Proposed Faculty Assembly Motions:
 - Carefully consider the impact of proposed cuts on tuition revenue and student progress towards meeting graduation requirements.
 - Strategically apply budget cuts to preserve and protect the contribution margins of campus units that already provide significant subsidies to other campus units.
 - Do not implement any real budget cuts in the Schools and Colleges until all tuition revenues have been fully credited against the CU system budget targets.
- Will distribute motions to Assembly and review at next meeting

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- 2:00 PM Committee Reports
- Budget Priorities
 - We'll bring survey results to next Assembly meeting
- 2:10 PM Report from UCDALI—UCDALI event on April 19-20th
- Report from FACAB
- New York Times has a special program to get reduced subscriptions for your students
- Old Business/New Business
- AD/ASG—Teri Burleson presented—Academic advisors are still having significant difficulties with ISIS. May 3rd registration is rapidly approaching and there are still problems which need to be overcome before then.
- 2:20 PM Adjournment

UNIVERSITY OF COLORADO DENVER

Downtown Campus Faculty Assembly

Agenda

September 7, 2010

12:30pm-2:30pm

CU 299

Lunch served at 12 noon

- | | |
|----------|--|
| 12:30 PM | John Wyckoff, Introduction & Welcome! |
| 12:40 PM | Provost Nairn <ul style="list-style-type: none">• Update |
| 1:00 PM | Teri Burleson, University Registrar <ul style="list-style-type: none">• ISIS Update |
| 1:30 PM | Clayton Lewis, Chair of Privilege & Tenure Committee
Bill Cherowitzo, Downtown Campus Chair of Privilege & Tenure Committee <ul style="list-style-type: none">• Introduction & Update on Privilege and Tenure Committee |
| 1:40 PM | David Turnquist, Assistant Vice Chancellor for Facilities Operations <ul style="list-style-type: none">• Climate Action Plan Presentation |
| 2:00 PM | Peter Schneider, Budget Priorities Committee <ul style="list-style-type: none">• BPC Update |
| 2:15 PM | Laura Goodwin, Associate Vice Chancellor for Academic Affairs <ul style="list-style-type: none">• Maymester 2011 Update |
| 2:25 PM | Committee Reports & Old Business/New Business |
| 2:30 PM | Adjournment |

UNIVERSITY OF COLORADO DENVER

Downtown Campus Faculty Assembly

Minutes

September 7, 2010

12:30pm-2:30pm

CU 299

Lunch served at 12 noon

Members Attending: Kevin Rens, John Wyckoff, Bob Flanagan, David Bondelevitch, Maria Buszek, John Brett, Pam Laird, Nancy Ciccone, Bruce Neumann, Michelle Engel, Danielle Varda, Joy Berrenberg, Elaine Jurries, Candan Duran-Aydintug, Peter Schneider

Guests Attending: Rod Nairn, Teri Burleson, Clayton Lewis, Bill Cherowitzo, David Turnquist, Laura Goodwin, Laura Argys

12:30 PM John Wyckoff, Introduction & Welcome

12:40 PM Provost Nairn

- New classrooms up and running by start of school.
- Do not have final census numbers for Downtown- will be another week or two. We should be right around last year's numbers for undergraduate, down a little for graduate. Trying to get all classes placed was a struggle. Opened up 1475 Lawrence to put classes in there. Biggest change will be when 1475 becomes operational, will talk more about that later. More space on 8th floor for transition space after PSC's move.
- Successful search for Dean of College of Engineering & Applied Science. Marc Ingber from New Mexico, he is a great addition and has hit the ground running.
- Hopefully we will be able to announce the result of the Graduate School Dean search in the next few days.
- Zen Camacho has gone to half time. This does not indicate a reduction in our commitment to diversity. This was planned—he said he would come for 3 years, and he will keep working with us for awhile longer- at least through accreditation. There are always transitions in leadership. We are continually able to attract great new people.
- Communication-variety of things going on. Email about new websites up and functioning. Emails and videos will be coming from my office as relates to accreditation. I'm told I need to get on Facebook/Twitter.
- Budget—in good shape for this year. We are not anticipating any dramatic changes, but one never knows. FY 11 good shape. Continue to work with BPC to give updates on where we are. Have begun discussions about FY 12. Everyone is worried about the impending cliff for FY 12. We'll give regular updates through the BPC. This campus has options. We've been very prudent the last few years. We have a product that people want—we get a lot of students applying, as long as we get consistent enrollments and can charge tuition around the market rate we'll be in better shape than otherwise.
- Accreditation—April 4-6, 2011. Very good pre-visit from chair of site visit team 2 weeks ago. He was pleased he came, we developed a good relationship. He'll be a very well-informed chair. We know who all the site visit team members are but the chair may add another member due to our complex nature.

- First draft of self study written. It is not a polished manuscript yet, but we want to get it out the way it is to the university community for feedback. Many have contributed already. Once we've collected comments an editor will go through and even it out. Solid first draft. About 50 people will receive individual letters and be asked to read the whole thing; also specific chapters. There is a website for accreditation—will become much more public as time goes on. We want site visitors to be here and AMC for equal time. We have an electronic resource room put together.
- Question from Bruce Neumann: effect of ISIS on enrollments? Rod Nairn: moving target—until we get census numbers we shouldn't come to a conclusion yet. There was anxiety for some students trying to utilize the system.

12:55 PM David Turnquist, Assistant Vice Chancellor for Facilities Operations

- PowerPoint on Climate Action Plan (**attached**)
- Nancy Ciccone: I understand I save energy by turning my computer off, but IT says I need to keep it on? —We are working on consistency of information.
- Total cost analysis? Is it a net saver? David Turnquist: we looked at the total—what we had as the total cost showed the gap in terms direct and indirect options. We have a series of projects (no detail in the PPT) more details in CAP itself. Cost of projects, pay back of projects, etc. we should be able to see some good reductions. Within a year the Research 1 project will be completed and we'll be able to take physical measurements as opposed to theoretical measurements. Objective is to save money as well as reduce our GHG—not mutually exclusive. When we first started looking at LEED construction costs it originally looked like it would be a premium. Now there's emphasis in going toward LEEDS as a normal process so the expense is not so great. Going green is also good business. I think we'll have a good payback on it, we'll be reducing our overall costs, but our real commitment is to reducing GHG.

1:15 PM Teri Burleson, University Registrar

- ISIS Update
- We're still resolving bugs—we work with UIS (university information system) with their team. Have been working on this project for 3 years. On Thursday (day after census) we're going to start printing transcripts out of ISIS. For every transcript we print we'll compare SIS to ISIS side-by-side—level of detail has been challenging because it takes a long time while still getting transcripts to students in timely manner. One of the things I want to come back here to ask about will be web grading. It's not ready yet, but we will be doing web grading and I think people are going to like that because the distances people travel and teach, you can do this from home—decisions will have to be made by AD/ASG to decide who gets access to do what. Instructor of record will say final submit—yes, the grades are fine. ONE instructor of record, like now.
- Two ways to get into ISIS—for most of you going into the faculty center is going to be the way you will get access. Directly into the system is another option—more web-based.
- Main web page—Portals. Intro page → UC Access (middle page will change) → log-in page (lots of wording) Portal itself is work in process. Not currently a robust portal. Will be able to do a LOT more in the future. Messaging to student portals, event driven messaging, etc. It will change a lot. User name & ID is the same for your system email.

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- We now have a process in place to get your correct name and information into the system. We can't change what was in SIS or HR, but we can take from the system of record to correct information.
- We have a person working on transfer tables right now. Working on feeder schools and strategies to speed-up the process in order to recognize pre-requisites. We should have 600,000 entries. Vast majority, pre-requisite checking will work (did work in pilot program). We have to get transfer tables up-to-date before we can go live. Time line? Depends on whether or not it's approved by faculty...process gives advisors and Registrar's Office authority to say Algebra I is Algebra I.
- NC I want to remove pre-requisite checking...how long will it take to remove that? How many classes will it affect? 32. That'll take 1-2 days.
- Concern over what personal information is publicly available on site.

1:30 PM Clayton Lewis, Chair of Privilege & Tenure Committee

Bill Cherowitzo, Downtown Campus Chair of Privilege & Tenure Committee

- Introduction & Update on Privilege and Tenure Committee
- Clayton is new Weldon Ludwig—no one could do what Weldon did, so we've decided to split up P & T committee roles. Faculty will assist Clayton on each campus—Bill will act as point of contact for Downtown campus. We've met with all of the Chancellors to explain new structure and everyone is fine with it. Bill, with me, will be the face to the administration. We'll be meeting with other groups on this campus because we want to make sure people know where to go to voice grievances, etc. Pipeline of complaints is totally empty at this point. Make two changes in the way in which P & T functions: 1. Broadening scope of P & T (previously only procedural things) would be useful for P & T to take questions of fairness. 2. Speeding up the work of P & T especially on cases a fair minded person would find minor...more rapid and flexible results while maintaining process.

2:00 PM Peter Schneider, Budget Priorities Committee

- The BPC received four motions from Assembly at the end of the last academic year. The committee's report to Assembly documents its response to the motions. The BPC welcomes all input and recommendations.
- BPC is a standing committee of Assembly that meets the first Monday of each month. The BPC has built a productive and collegial relationship with the administration over recent years. We have been consulted on all major matters, and the administration has answered all of our questions. Over the past 2 years there have been cuts to the budget because of declining state revenues. For FY 2010, campus administration took all cuts; it is not appropriate to cut the administration further without considering cuts to schools and colleges. For the current fiscal year, the BPC and the Deans agreed to spread the 1.2% cuts across the schools and colleges.

2:15 PM Laura Goodwin, Associate Vice Chancellor for Academic Affairs

- Maymester 2011 Update
- Options for Maymester 2011 scheduling.

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- Maymester has been around for 2 years (3 weeks of summer) very successful, grown since last year and we are pleased with results so far.
- We ran the schedule under “Choice 1” classes ran T-F to avoid Memorial Day holiday.
- In terms of MM, we get 50% saying they like schedule, 50% don’t. People don’t like the schedule because of Friday class.
- Option 2 almost 4 hours—M-Th to skip Memorial Day (Boulder does this one)
- Option 3 shorter classes M-F
- Tammy Stone has talked to the CLAS and 1/3 liked each option
- Choice 1: 0 **Choice 2: 6** Choice 3: 3

2:25 PM Committee Reports & Old Business/New Business

- Performance rating for faculty: UCD & UCCS is 4 point scale. Policy recently announced to change Officer & Exempt Prof. to 5 point scale. Statement that clarifies policy—refers to Personnel Committee for review; APC will report back in October.
- Post-Tenure review grievance procedure. Post-tenure review occurs every 5 years. No grievance procedure in place where someone being reviewed has recourse to a negative decision at the Dean’s level. Only grievance place exists for someone being dismissed for cause. Memo from Jeff Franklin from CLAS council working on Post Tenure Review Process. Refer personnel committee.
- Problem we’re having in terms of college participation on committees. We need help with this! Propose to allot 30 minutes of the agenda in the middle of the meeting for new and old business & committee reports.

2:30 PM Adjournment

UNIVERSITY OF COLORADO DENVER

Downtown Campus Faculty Assembly

Agenda

October 5, 2010

12:30pm-2:30pm

CU 299

Lunch served at 12 noon

- | | |
|----------|---|
| 12:30 PM | John Wyckoff, Introductions and Announcements |
| 12:35 PM | Chancellor Wartgow |
| 12:55 PM | Provost Nairn |
| 1:15 PM | John Wyckoff, Chair's Report
Faculty Assembly Committees update |
| 1:30 PM | Committee Reports
Academic Personnel Committee
Budget Priorities
Educational Planning and Policy Committee
Learning, Educational Technology, Teaching and Scholarship
Diversity Committee:
Disability, GLBT, Women's Issues, Minority Affairs |
| 2:00 PM | Old Business/New Business
Post Tenure Review Grievance Process
Faculty Performance Ratings |
| 2:30 PM | Adjournment |

UNIVERSITY OF COLORADO DENVER

Downtown Campus Faculty Assembly

Minutes

October 5, 2010

12:30pm-2:30pm

CU 299

Lunch served at 12 noon

Members Attending: John Wyckoff, David Bondelevitch, Robert Flanagan, Kevin Rens, Pam Laird, Allison Bashe, Bruce Neumann, John Brett, Michelle Engel, Candan Duran-Aydintug, Ellen Metter, Joy Berrenberg, Stephen Billups, Peter Schneider

Guests Attending: Roderick Nairn, Jerry Wartgow, Laura Goodwin,

12:30 PM John Wyckoff, Introductions and Announcements

- The School of Public Affairs will present a series of pre-election debates Oct. 11-15 on the races for U.S. Senate, the governor's office, the University of Colorado Board of Regents and the measures appearing on the Nov. 2 election ballot.

12:35 PM Chancellor Wartgow

- Priorities: Accreditation— site visit April 4-6, 2011
 - Important we all understand and are familiar with the report, want everyone to be informed; need input and feedback on draft reports
- Budget-enrollment is still solid and there are many new innovative programs available. Many new research endeavors underway. We're selling our faculty expertise, so we need to know what you're doing so we can market you're successes.
- We have unique consolidation with Downtown & AMC-Nothing has been said about deconsolidation in any meeting with Regents or President. This is a consolidated university, and we'll take advantage of everything a consolidated university has to offer. UCD is young and we're able to create new and innovative ways to improve ourselves.
- Branding: supposed to have something definitive by October 15th.
- Budgets: President had canceled traditional convocation, has rescheduled for town hall meetings in early November.

1:10 PM Provost Nairn

- Did move ahead after discussion with BPC, updated you & Deans for one-time money so we could move ahead with business school plan
- One time money available for operations in all the schools based on formula. 1.5 million-department chairs will take into consideration faculty requests. We believe our prudence will continue to pay off if we continue to see enrollment growth and find space for those students.
- Space: keep doing everything we can to make space. We had a 4% growth all around downtown. 20% (not final) growth in non-residents. Significant growth in international students. Engaged with AHEC with joint classroom building. Continue to look at all

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space as 1475 becomes occupied. Will continue to renovate. We'd like to create a one stop shop for students.

- Few administrators to be transitioning: Frank Sanchez, AVC Student Affairs moving to City University of New York; leaving at the end of the year. Lynn Rhodes has decided to step aside as Dean in School of Education at end of the year. There is a transition plan, interim dean and search committee.
- Accreditation: received 35 pages of single spaced comments from campus on the self-study last night. Will have an announcement on how we intend to handle comments out this week. By December 1st we need a finished document; by Feb 1st the document will be distributed to reviewers and HLC.

1:15 PM John Wyckoff, Chair's Report

- Committees report:
- Been working to organize and recruit committee members. Will personally meet with all committees and ensure they have agenda items to be working on.
- FACAB is not a standing committee of Faculty Assembly, but under FACAB bylaws they're to be appointed by FA and report to FA. (Not included on spreadsheet).

1:30 PM Committee Reports

- **Academic Personnel:** Kevin Rens has been chair for 7 years. Committee has drifted in terms of whether it should be dealing with policy or personnel grievance type issues. APC act in grievance function. John has charged us with looking at post-tenure review grievance. Also, possibly looking into policy issue—faculty performance rating.
- **Budget Priorities:** We work closely with administration with how this money would be distributed. One of the things that's happened the last 3 years, we have to wait for things to unfold before we know what the budget picture will look like. Budget went up to 180 million; election in November with propositions on the ballot that may have a very serious budget impact. Will be March before we'll have a clear sense on what the budget situation will look like.
- **Educational Planning and Policy Committee: no report**
- **Learning, Educational Technology, Teaching and Scholarship: no report**
- **Diversity Committee:**

Disability (no report) GLBT (no report) Women's Issues: love that you're working on the clarifying membership issue, and we'll work with you on that. We've been meeting as a committee and with chairs of diversity committees. Major action items: lactation space is now open in new science building. Now working on a proposal for a UCD Women's Resource Center for students.

Minority Affairs: no report

UCDALI: Held fall elections with most of our positions up for re-election. New President: Mike Harper, Business. Vice President: Andrea Haar, Sociology. Secretary/Treasurer: Sue Giullian, School of Ed. Members at large: Caron Westland & Tiel Lundy. Allison Bashe will be continuing as rep to FA. New person will be joining us next semester—Amin Kazak. Pam Laird continues as Tenure Track liaison. Executive Committee meets with Chancellor once per semester. Hosting fall event for NTTF—not sure what focus will be yet, but we will be setting that up for November.

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FACAB: each of the 3 campuses at Auraria has two representatives. The group alternates chair-ship between institutions. UC Denver is chairing this year. Set out agenda for the year last month: continuing to examine classroom space, creative ways of utilizing campus space—palatable ways on folding Friday into schedule. Moving to hybrid courses, energy issues—requirement by our IT department to keep computers on—board was asked to look into this requirement. AHEC is having a half-day master planning retreat in November (Joy Berrenberg is attending) opportunity for faculty to contribute to meeting. Last year faculty are either underrepresented or overlooked on building plans. Please forward Joy information regarding building plan opinions/ideas (floor to ceiling windows, etc).

2:00 PM Old Business/New Business

Post Tenure Review Grievance Process—issue was never resolved—if there’s a negative finding at the Dean’s level, there is nowhere for a faculty member to file a grievance. Contacted Weldon Ludwig—made it clear that this was not something that P & T would deal with. They’re charge is entirely different than post-tenure review. Jeff Franklin forwarded this to us with the idea that we may come up with an answer as to where grievance may go--beyond the college-level where a grievance can be filed. Have an assembly committee look at this; perhaps APC? We have suggested templates for performance improvement agreement. System policy says the bar is meeting expectations, and each primary unit is supposed to define what this means. If you’re below expectations, you need to develop Performance Improvement Agreement. Policy does not specify that you have to define the other levels, but must define meeting expectations. Peer review process stops with Dean.

Faculty Performance Ratings: Do we have objection to switching over to 5 point scale? 5 point scale gives more options and something additional to differentiate among salary increases. The understanding is that a 1 or a 2 would initiate a Performance Improvement Agreement. In our scale a “1” score initiates PIA; the new would differentiate into two levels.

Member: would necessitate a PTR policy change. “Failing to Meet” and Below Expectations” are not the same. Exempt & Officers do not have to go through PTR, so we’re very different situations.

UCCS is not opposed to going to 5 point scale. Kathleen Bollard is straw polling at this point; if we want to change, we can-- if not we don’t have to.

Any motions? Unofficial vote (straw poll) of those present regarding this action. All members present in favor of 4-point scale.

2:30 PM

Adjournment

UNIVERSITY OF COLORADO DENVER

Downtown Campus Faculty Assembly

Agenda

November 2, 2010

12:30pm-2:30pm

CU 299

Lunch served at 12 noon

- 12:30 PM John Wyckoff, Introductions and Announcements
- 12:35 PM Provost Nairn
- 12:45 PM John Wyckoff, Chair's Report
 Cell phone policy
- 1:00 PM Committee Reports
 Academic Personnel
 Budget Priorities
 Educational Planning and Policy
 Learning, Educational Technology, Teaching and Scholarship
 Diversity Committees:
 Disability, GLBT, Women's Issues, Minority Affairs
 FACAB
 UCDAI
- 1:30 PM Ellen Metter, Auraria Librarian
- 1:45 PM Bill Cherowitzo, Privilege and Tenure Committee
- 2:00 PM Old Business/New Business
- 2:30 PM Adjournment

Next meeting: Tuesday, December 7, 2010 12:30-2:30PM

Downtown Campus Faculty Assembly

Minutes

November 2, 2010

12:30pm-2:30pm

CU 299

Lunch served at 12 noon

Attending: John Wyckoff, David Bondelevitch, Maria Buszek, Bruce Neumann, Peter Schneider, Pam Laird, Kevin Rens, Michelle Engel, Allison Bashe, Ellen Metter, Laura Argys, Steve Billups, Candan Duran-Aydintug, Stephanie Santorico, Philip Joseph, Gabriel Finkelstein, Chris Agee, Bill Cherowitzo

12:30 PM John Wyckoff, Introductions and Announcements

October minutes: change in BPC report wording.
Change reflected; minutes approved

12:35 PM Provost Nairn

- Any mention of hiring staff to help with ISIS?
To the extent that they can—doing everything we can budget-wise to get the help we need in Registrar's office.
- Accreditation discussion. Things are moving along nicely. Will be distributing more information as the April 4-6 site visit approaches. Website is up and running.
<http://www.ucdenver.edu/about/WhoWeAre/Chancellor/ViceChancellors/Provost/Accreditation/Pages/default.aspx>
Question: If the accrediting team asks, what is your response to little state funding? What would your response be?
 - Like a lot of public state universities we have declining state funding and we've had to shift the burden to students and tuition. We haven't priced ourselves out of the market yet—we raise money for scholarships, etc. We're one of the least generously supported in the country and we've been able to do a lot. Despite adversity, and largely due to entrepreneurial faculty and staff, we've been able to do remarkable things. I think we've cut operational/administrative support to the point it really is a concern because things get missed, people get burned out. The positive side is look at all the things we've been able to do. How many other campuses have a new science building? New business building? New programs have been started. We're doing great at getting things done, attracting better students and faculty than ever before. Institution of first-choice, despite our difficulties.
- No further information on branding or budget to report at this time

12:45 PM John Wyckoff, Chair's Report

- Going by the Constitution—we end up with a total of 42 possible members. In the Bylaws and Constitution, quorum would constitute 21 members. Problem with interpreting our bylaws and constitution. If we have 42, then we need 21 but seldom have 21. If it's agreeable to this group, I'll get a list of the active members of the committee and determine quorum as a roaming number depending on active members to give us a better handle on what we need to have a legitimate vote. Should be a provision in the bylaws/constitution for the chair of a committee to delegate another member to come to these meetings to reduce the strain on committee chairs.

12:50 PM Frank Sanchez, Associate Vice Chancellor for Student Affairs

- Over the last 3 years UCD has engaged in conversations in how to create stronger emergency response systems. Threat assessments, policies, protocols, etc. How can we communicate to our students in an emergency immediately, effectively, etc? RAVE system. You receive text messages

Next meeting: Tuesday, December 7, 2010 12:30-2:30PM

and emails during an emergency. Whether or not students should be allowed to have cell phones in the classroom. AD/ASG said students should NOT be allowed to have cell phones on. This raises some serious issues since we've created these systems. Wanted to have some discussions why/or why not it is a good practice or not to have students cells on/off. Is it reasonable for students to have cell phones on in an event of an emergency, but not to use them? What language can you provide that can help us create a policy that we can send to schools/colleges?

- Think it's a bad idea to set precedent. Some vague threat driving out classroom culture. On case-by-case basis—if people have the potential to be contacted by school, dependent, etc. it's not an issue, we deal with that personally. Whether or not the phone is ON or OFF—not ringer on or off. Slippery slope...
- There are clearly some steps you can take if you are AWARE there is a crisis.
- Also a big issue that many classrooms are not equipped with land line telephones in case of an emergency.

1:00 PM

Committee Reports

APC: Kevin is working on post-tenure grievance issue.

BPC: we did not meet yesterday—waiting until after election, will meet next Monday.

MAC: working on global cities speaker series for spring. 3 speakers coming: filmmaker, child rights advocate, scholar working in New Orleans. Planning activities for Montbello HS students. Task force (campus climate survey out of Dr. Camacho's office) is targeting entire student body. Working on idea for a conference to bring in graduate students from underrepresented groups. Bring them in before they go out into the workforce.

UCDALI: Fall event 15 and 16 of November. Conversation among NTT faculty, Laura Goodwin will be attending each day's meeting, discussing new Provost Award, etc.

FACAB: Much of the discussion dealt with new buildings on Auraria campus. Most planned is the new building Metro is putting up near the tennis courts. Marriott hospitality center is a big project. Groundbreaking is not in too distant future. CCD is talking about new building in current location of L parking lot.

1:30 PM

Ellen Metter, Auraria Librarian

- What is the process for deciding to remove books from the library's collections?: Years ago we needed to have zero growth in the library. We have special circumstances—campus was built for 15k, we now have 3 times as many people, so we have space issues. We needed to start weeding. We bought into Pascal—Harvard built first building to house remotely. If anyone would ever like a tour of the Pascal building, I'm happy to facilitate that. It's at AMC, temp controlled, etc. Use of Pascal—lesser or unused books are stored there. Auraria has a small percentage in there—it's very expensive to put books in there. We're really good with consortia cooperation. UCB and DU try to help us a lot as well. Mary Somerville came and said, you know, library is full and you're not pulling books. There are students sitting on floor, no room for growth, students who can't get time at a pc. Start to pull low-hanging fruit like duplicate books. Bound journals were also pulled since we now have things like JSTOR. Move things with 0 check-outs to Pascal. Were books completely withdrawn? Yes. If there were already 2 copies in Pascal, we totally withdrew it. We're not getting a new building; we will be re-doing our building. I feel it was necessary as we're running out of space. We want to keep buying new books. In the past few books, we've talked about keeping 0% growth; don't believe it's sensible to continue this. We did not have the opportunity to evaluate all the stacks that were pulled out. Our complaint is that it happened too fast, but wonderful things are still happening. No more weeding happening for the foreseeable future.
- Some of us have been asking if there's been a faculty committee that participates in the decisions. Not about the substance of decisions, rather about the process. Engaging faculty from all institutions: 1. November 30 talking about redesign of library. UCD FA member is more than welcome to sit on that committee (redesign). 2. Tri-institutional faculty committee existed with Glenda and David. Mary told me that people weren't attending meetings. External review committee suggested going to deans and having them appoint folks to tri-institutional committee. Reinstitution of tri-institutional committee at the library would be great. People who have an

Next meeting: Tuesday, December 7, 2010 12:30-2:30PM

UNIVERSITY OF COLORADO DENVER

interest in working with the library to deal with problems could refer to committee members; this is a way to open communication.

1:45 PM

Bill Cherowitzo, Privilege and Tenure Committee

- P & T system-wide does not yet have webpage. Information for how to deal with P & T problems is up in the air for now. Anyone with academic freedom issues, tenure issues, NTT or TT on this campus should contact Bill Cherowitzo. 556-8381 Will attempt to mediate at first, trying to get into official rules of the Regents. Changes to permit us to actually move in the direction of mediation first before legal. Talking to the lawyers, I've been asked for my input on these issues and wanted feedback from you all.
1. We'd like to have regents laws changed so that P&T not limited to only dealing with procedural issues. Only allowed to look at: was the procedure followed? We want to add to that a concept of fairness. Was procedure followed in a fair way? Problem: how to define fair. Proposed: unfair activity is one where decision-maker abused his/her discretion. Members have objected that it doesn't go far enough. Many situations in which grievances arise from small incidences, hard to capture in that language. Suggested to add: "or engaged in a pattern of behavior". Should we go for more expansive view?
 2. Include members of the administration on P&T committee. Idea for this comes from the perception that the administration does not take P&T decisions and judgments seriously. If we involved administration in parts of the process then we could get buy-in from the administration. P&T is strictly advisory in terms of its charge for now. Track record for disagreements: except in 1 case out of 20 past cases, has been rejected. Administration is represented by University Counsel.
 - What level of administrator is being suggested? Chancellor makes final review. Maybe someone appointed by the Provost—someone like Laura Goodwin. Someone appointed by the President as well. Member: I don't think this would solve the problem. It seems that this would put the administrator in an awkward position.

2:00 PM

Old Business/New Business

- ISIS—for those of you who have not attempted to use ISIS, we've been encouraged to pass along advice to get on to UCD Access and at least try to log-in to see if it's possible. Soon grading will be done via Access online, and ONLY online. If you haven't attempted it and you have a problem you have time now before grading is due.

2:30 PM

Adjournment

Next meeting: Tuesday, December 7, 2010 12:30-2:30PM

UNIVERSITY OF COLORADO DENVER

Downtown Campus Faculty Assembly

Agenda

December 7, 2010

12:30pm-2:30pm

CU 299

Lunch served at 12 noon

- 12:30P John Wyckoff, Chair
 Introductions and announcements
- 12:35P Provost Nairn
 a. Budget Update
 b. Accreditation
 c. Branding
 d. Discussion
- 1:00P Chair's Report
 a. Quorum
 b. Library Issues
- 1:15P Committee Reports
 Academic Personnel
 Budget Priorities
 Educational Planning and Policy
 Learning, Educational Technology, Teaching and Scholarship
 Diversity Committees:
 Disability, GLBT, Women's Issues, Minority Affairs
 FACAB
 UCDALI
- 1:30P Kenny Wolf, Director of Assessment
 a. Undergraduate Testing Results
- 1:40P Teri Burleson, University Registrar
 a. ISIS Update
 b. Web Grading
- 2:10P New Business/Old Business
- 2:20P Adjournment

UNIVERSITY OF COLORADO DENVER

Downtown Campus Faculty Assembly

Agenda

December 7, 2010

12:30pm-2:30pm

CU 299

Minutes

Members Attending: John Wyckoff, David Bondelevitch, Bob Flanagan, Kevin Rens, Maria Buszek, Peter Schneider, Pam Laird, Elaine Jurries, Allison Bashe, Allan Wallis, Joy Berrenberg, Candan Duran-Aydintug, Madhavan Parthasarathy, John Brett, Steve Billups, Stephanie Santorico, Philip Joseph, Michelle Engel, Bruce Neumann, Nancy Ciccone

Guests Attending: Teri Burleson, Laura Goodwin, Roderick Nairn, Kenny Wolf

12:30P John Wyckoff, Chair

- November minutes approved

12:35P Provost Nairn

- **Budget:** not anticipating any changes in FY11 budget. Planning for FY12 continues. Many scenarios have been developed. Meeting with Regents as we start looking at challenges of FY12. Will have better idea after March forecast. Have not heard talk of pay raises throughout the state. Has been a few years since people have had pay raises, which makes people worry. Will keep you posted.
- **Accreditation:** PowerPoint. Self study on schedule. Discussion.
- **Branding:** a good likelihood they'll be a letter from the President next week outlining the final details. There has been some discussion about logos—Jackie Montgomery has shared info with AD/ASG (for business cards) John has handout. It is "CU", the two campuses get branded separately, but University of Colorado Denver is our name. AMC will be health destination focused. More details to come.

1:00P Chair's Report

- **Quorum:** When we read the bylaws for schools and colleges, it says "as many as" for quorum (not an absolute). At least one college is never represented; others may have 1 representative, etc. We'll see what works as we have issues to vote on as a governance body. If we can't reach quorum (identified now as 15), then we'll have to revisit the issue again.
- **Library Issues:** Mary Somerville is scheduled to be at our next meeting in February. Will be willing to address issues at that time. Ellen Metter gave a presentation at the last meeting, but there are individuals who would like Mary to address these issues personally.
- **Tuition remission:** BPC, FC, UBAB, VP for HR are investigating the issue; creating a consulting report. There is a lot of activity on this issue.
- **Dean's Role on retention of lecturers:** Top down issue. Concerned with whether or not this decision should be at the Dean's level or the department level.

2:05P **Committee Reports**

- **Academic Personnel:** met in November. Kevin Rens will continue as chair. Decided the role APC would like to play in Post Tenure Review. APC may be a good place to grieve if a Dean's involved and they need a 3rd party. Final topic was chain of command issue. Decided that we endorse the following statement:

“Whenever possible, initial hearings and investigations of student complaints should be initiated at the administrative level closest to the actual incident so that no instance or perception of administrative overreach is committed by administrative levels above the first appropriate jurisdictional department. Guidance and policy basis for this comes from the guidance of Regents Rules (5.E.5. Principles of Participation) stating that faculty are to “take the lead” and have “a principal role” (vis a vis Administration) when it comes to “selection of faculty, educational policy related to reaching, curriculum, research, academic ethics, and other academic matters”.

****Vote in February. Re-instate grievance under APC purview in bylaws.

- **Budget Priorities:** next meeting will be mid-January
- **Educational Planning and Policy: no report**
- **Learning, Educational Technology, Teaching and Scholarship: no report**
- **Diversity Committees:**

Disability, GLBT, Women's Issues, Minority Affairs: met with Dr.

Camacho—one representative should come from that body of committees and work as liaison. Way to encourage people to step forward to be committee chair is to reduce amount of meetings.

- **FACAB: no report**
- **UCDALI**—hosted a successful fall meeting. We are working on the lecturer assessment issue. For example: there may be no evaluation on record at all for a particular lecturer. Need to adhere to tri-annual evaluation policy. We know they're not happening, and there has to be more to assess a lecturer than just FCQs. 2 policies were merged. Annual evaluations have to be for clinical teaching track, etc. Still says NTTF is only evaluated every 3 years.

1:30P **Kenny Wolf, Director of Assessment**

- Assessment of learning toward accreditation: Working with programs to submit annual assessment report. For the past 2 years every program across both campuses has turned in an annual assessment report. Puts us in good stead for accreditation. Assess learning, make program changes, etc.
- Regents mandated standardized testing for undergraduate students. 200+ frosh, 200+ senior volunteers. Regents are looking at value added, how much learning happens between Freshman & Senior year? Seniors scored higher than freshmen in every subtest and overall. Suggests that UCD education makes a difference. Data validity issues, so it suggests this is true. Our students fared equal to or above the comparison universities on all measures. R1 & R2 university students who took the same tests are comparative universities. There are no red flags, or problem areas, so I think it's all good news. Regents received results in November.

1:40P Teri Burleson, University Registrar

- Web Grading: I think we'll have very few problems in terms of the functionality. This system has been tested numerous times. Cannot download through blackboard yet—can download blackboard results into excel, and then excel into web grading as an attachment. Next term we're **supposed** to have the integration interface built with blackboard so it will interface more easily.
- Due to Cedar Crestone, Graduate School & CU Succeed have lost a lot of students. Thursday all Registrars will take the feedback from the listening sessions, bring them all together.
- Call Registrar's office and press 3 for web grading help!

2:10P New Business/Old Business

- Next meeting is in February. I plan to propose we hold election of officers in March so those elected as an officer have time to learn their job. Please start thinking about folks you'd like to nominate in the spring.

2:20P Adjournment