CODIFICATION COMMITTEE
January 15, 2015
MINUTES

Members present: Dietz, Merrill, Satriana, Williams.
Members absent: Johnson, Welsh.

Call to Order
The meeting was called to order at 3:00 p.m.

Approval of agenda/minutes
The agenda was approved without objection.
The December 4, 2014 minutes were amended to record Merrill as “present”. The amended minutes were approved unanimously.

Chair’s Report/Announcements: No report.

Unfinished Business

Sexual Harassment Policy/Discrimination Grievance Policy-BPM (Satriana)
Satriana noted that the Executive Staff will review the Grievance Procedures on February 2, 2015, so the presentation to Senate will be put on hold. The Committee agreed on the following timeline for Senate presentation: Executive Staff –February 2, Codification Committee-February 12, and Senate February 16, 2015.

Review Senate Actions/ Board Policy Manual and University Regulations Updates
The Committee reviewed previously requested edits (to Niccum) for updates:
1059, 1064: Summer and Interim Session Compensation and Workload Policy (3-3-702)
Updates are complete.
1074: Course Overload Compensation Rate (3-3-701(2))
Numbering 3-3-8-1(2) should read 3-3-701(2). The language is correct.
Update is complete.
1075: Course Overload Compensation Rate (2-3-401(3)): Updates verified/complete.
1076: Academic Appeal Procedure, amend 2-1-204(4). Addition should be in bold (title) to align with the rest of the Board Policy Manual title areas.
Update is complete.
1077: Biennial Review 2-3-801(2)(b): Last sentence, the following phrase is missing “and what further achievements are expected for tenure/promotion.”
**Update is not complete.
Page 91, 2-3-106(1)(f) Board Policy Manual- (f) needs alignment. Update is complete.
Additional Non-substantive edits: Senate Action 1059: 3-3-702(1) (a). There should be a dash after “8”.
Riley will forward update information to Niccum.

Revision Date Documentation (Satriana)-placement in BPM
Satriana noted that the Appendix sections are complete. The Committee noted that clickable link (Appendix: Board Policy Amendments page 168) needs to be corrected/updated, as the link does not lead to the appropriate area of the BPM. Riley will contact Niccum for update.

Faculty Contracts (Satriana)
Merrill noted that the Faculty Welfare Committee is also discussing faculty contracts, and the Committee may want to communicate with Temkin before proceeding.

New Business

Adjournment: The meeting adjourned at 4:40 p.m.