CODIFICATION COMMITTEE
March 26, 2015
MINUTES

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

Call to Order
The meeting was called to order at 2:00 p.m.

Approval of agenda/March 12, 2015 minutes
The agenda was approved without objection.
The March 12, 2015 minutes were approved unanimously.

Chair’s Report/Announcements
President Norton and Gloria Reynolds will join today’s Discrimination Complaint Procedures discussion.

Unfinished Business
Discrimination Complaint Procedures
President Norton outlined areas of the Discrimination Complaint Procedures draft that may need further amendments to ensure clarification of the roles/responsibilities of the “Decision Maker”, “Investigator”, and to protect the rights of the University, Complainant, and Respondent. The Committee discussed the current procedure draft outline and asked for input on what areas need additional information, and discussed the current information on the Dean of Students site for Student Complaints (correlation to DCP). Norton and Reynolds recommended additional discussion on the definition section of the draft, inclusion of a flow chart to outline the complaint process, and clarification of dissemination, training, and implementation of the policy/procedures. Norton asked Reynolds to review the procedure draft, research procedures at other universities, and determine additional amendments to clarify the areas of concern. Reynolds will communicate with the people that are designated as “Decision Makers” and “Investigators”, with a timeline of two weeks (communicate information to the Codification Committee before the April 2, 2015 meeting). President Norton also noted that she will meet with Reynolds and Wacker on April 13th to discuss updates regarding the policy/procedures.

Review Senate Actions /Board Policy Manual and University Regulations Updates: Topic not covered due to time constraints.

Revision Date Documentation (Satriana): Topic not covered due to time constraints.

New Business

Adjournment
The meeting adjourned at 3:40 p.m.

Richard Dietz                                      Lori Riley
Chair                                             Recording Secretary