Below are the minutes of the March 4, 2013 Faculty Senate meeting. The next meeting will be held on Monday, March 25, 2013 at 4:00 p.m. in the UC Council Room with the following agenda:

**AGENDA FOR THE MARCH 25, 2013 SENATE MEETING**

1. Call to Order
2. Approval of the Agenda
3. Approval of the March 4, 2013 minutes
4. Chair’s Report
5. Administrative Reports
6. Professional Administrative Staff Council, Classified Staff Council Reports
7. Reports of Standing Committees
8. Special Reports
9. Special Orders
10. Unfinished Business
11. New Business
   - Academic Policies Committee Motion: Registrar Catalog Revisions
12. Comments to the Good of the Order
13. Adjournment

**MINUTES OF THE MARCH 4, 2013 SENATE MEETING**


**Absent member(s) with alternate(s):** Gray (Embry).

**Absent member(s):** Black, Chaloupka, Daehnke, Stanley, Thompson.

**Guest(s):** Bentz, Clinefelter, Moe, Satriana, Smith.

**Call to Order**

The meeting was called to order at 4:00 p.m.

**Approval of the Agenda/Approval of the February 18, 2013 minutes**

The agenda was approved without objection.

The February 18, 2013 minutes were amended to add Anderson to the Members Present section.

The amended minutes were approved unanimously.

**Chair’s Report**

Schuttler outlined the room naming memo that was distributed to the Faculty Senate-Phelps Family CAP Teaching Lab in the Financial Education Center in the Monfort College of Business.

**Administrative Reports**

- **President’s Office (Reynolds for Norton):** Reynolds outlined financial updates for the State and the University, as well as the Higher Education Performance Funding model. She also updated the progress/status of the bill regarding undocumented students, as well as the bill regarding community colleges granting 4 year degrees.

- **Academic Affairs/Provost’s Report (Wacker):** No report.

- **Board of Trustees (Iyer):** No report.

- **PASC:** No report.
CSC: No report.

**Standing Committee Reports**

**Academic Policies Committee (Landeira)**

The Committee continues review of the Registrar’s catalog revisions, and will present a motion regarding Sections A-E under New Business. The Committee approved catalog placement of instructional method requirements and will present a motion under New Business. The Committee also received information from the Graduate Council regarding DRE requirements and future amendments to the University catalog.

**Codification Committee (Temkin)**

The Committee has determined placement of the Tenure Clock Extension Policy in the Board Policy Manual (2-3-902(3)(b).

**Elections Committee (Merrill)**

Ballots for the Faculty Senate election will be distributed on March 5, 2013, with a deadline of March 15, 2013. Results will be announced on Friday, March 16, 2013.

**Faculty Welfare Committee (Luger)**

The Committee will present a motion under New Business (Tenure Clock Extension).

**Salary Equity Committee (Clinefelter)**

The Committee will present two motions under New Business (Resolution: Faculty Salary Increases for 2013-2014 AY and 3-3-901 Promotion and Tenure Guidelines).

**Student Senate (Williams)**

The Student Senate continues to work on restructuring, and is preparing for elections. Williams also noted that a faculty member is still needed to serve on the selection committee for the S.O.L.A.R. Awards.

**Special Report(s)**

**Special Order(s)**

**Unfinished Business**

**New Business**

**Academic Policies Committee Motion: Instructional Methods**

*MOTION:* The Academic Policies Committee recommends the required Instructional Methods be outlined in the University catalog.

*DISCUSSION:* Bentz outlined instructional methods that need to be implemented in order to comply with federal guidelines set forth by the US Department of Education, noting that mandated reporting to the US Department of Education, the Colorado Department of Higher Educations, and the Higher Learning Commission is based on these instructional methods. The Senate members discussed the terms Face to Face, Mixed Face to Face, Distance, Correspondence, Independent/Directed Study, and Internships/Practice, as well as priority numbering of the methods listed, and the current practice throughout the University. Senate members agreed that communication of the requirements is essential for compliance. Bentz noted that this information will also be available on the Provost’s website in the near future.

*VOTE:* The motion passed unanimously.

**Academic Policies Committee Motion: Registrar Catalog Revisions**

*MOTION:* The Academic Policies Committee recommends approval of the Registrar’s catalog revisions as outlined (Section A-E).

*DISCUSSION:* None.

*VOTE:* The motion passed unanimously.

**Salary Equity Committee Motion: Resolution: Faculty Salary Increases for 2013-2014 AY**

*MOTION:* The Salary Equity Committee recommends approval of the Resolution outlining Faculty Salary Increases for the 2013-2014 AY.

*DISCUSSION:* Clinefelter outlined rationale for the resolution proposal, and explained the timeline for policy implementation.

*VOTE:* The motion passed unanimously.

**Salary Equity Committee Motion: 3-3-901 Faculty Salary Increases for Promotion**

*MOTION:* The Salary Equity Committee recommends approval of the amendments to 3-3-901 Faculty Salary Increases for promotion.
DISCUSSION: Clinefelter outlined rationale for proposed changes and noted that Parks was consulted on the increase amounts.

Executive Committee Motion: Prime Time Courses

MOTION: The Executive Committee recommends approval of an amendment to the specification of Prime Time Courses. “Any class starting before 10:00 a.m. will be considered non-prime-time.”

DISCUSSION: Luger outlined rationale for proposal to include reduction of scheduling conflicts, which would be beneficial to the faculty and the students. Luger also noted that there is not a current policy in place outlining the procedure, and the current practice is outlined in a space utilization document approved by the Provost in 2009 http://www.unco.edu/spaceutilization/pdf/Prime_Time_Procedures.pdf

Luger noted that the latter time of 2:30 p.m. is not affected by this proposal. Dietz suggested a language amendment to clarify the proposed time adjustment.

AMENDMENT: Revise language to read: “Courses between the hours of 10:00 a.m. and 2:30 p.m. will be considered “prime time”.”

VOTE: The motion passed unanimously.

Faculty Welfare Committee Motion: Amendment to the Tenure Clock Extension Policy

MOTION: The Faculty Welfare Committee recommends approval of an amendment to the Tenure Clock Extension Policy previously approved by the Faculty Senate on February 4, 2013. Requests for extensions Notification of intent to take an extension shall be made within three (3) months of the onset of the life event, or as soon as practicable once the situation has been identified.

DISCUSSION: Luger outlined rationale for the amendment (clarify intent and align the language previously used in the document), and noted that the BPM placement has been determined by the Codification Committee.

VOTE: The motion passed unanimously.

Comments to the Good of the Order

Adjournment

The meeting adjourned at 4:33 p.m.

Alison Merrill
Faculty Senate Secretary

Lori Riley
Recording Secretary

UPCOMING SENATE & SENATE COMMITTEE MEETINGS

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