Below are the minutes of the November 10, 2014 Faculty Senate meeting. The next meeting will be held on Monday, November 24, 2014 at 4:00 p.m. in the Skinner Music Library-Room 139 with the following agenda:

**AGENDA FOR THE NOVEMBER 24, 2014 SENATE MEETING**

1. Call to Order
2. Approval of the Agenda
3. Approval of the November 10, 2014 minutes
4. Chair’s Report
5. Administrative Reports: President’s Office, Provost’s Office, Board of Trustees
6. Staff Council Reports: Professional Administrative Staff Council, Classified Staff Council
7. Standing Committee Reports: Academic Policies, Codification, Elections, Faculty Welfare, Salary Equity
8. Student Senate Report
9. Special Reports
10. Special Orders
11. Unfinished Business
   - Academic Policies Committee Motion: Part 5 Curriculum (Major Motion)
12. New Business
   - Codification Committee Motion: Part 5 Curriculum
   - Codification Committee Motion: Discrimination Complaint Procedures
   - Faculty Welfare Committee Motion: 2-3-901(4) Promotion of Instructors
13. Comments to the Good of the Order
14. Adjournment

**MINUTES OF THE NOVEMBER 10, 2014 SENATE MEETING**


Absent member(s) with alternate(s): Creasy (Berg), Merrill (Henry), Schuttler (Hapcic), Wilson (de la Torre).

Absent member(s): Bownas, Clark/Zimmerman, Eastin, Glen, Kallsen, Keaten, Schaffer, Straw, Wiegand, Williams.

Guest(s): Franklin, Smith, Suarez. Tyler Silvy (Greeley Tribune).

**Call to Order**

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

**Approval of the Agenda/Approval of the October 13, 2014 minutes**

The agenda was approved without objection.

The October 13, 2014 minutes were approved unanimously.

**Chair’s Report:** No report.

**Administrative Reports**

President’s Office (Reynolds for Norton)
There will be some changes to the Capital Development Committee due to the election results (Kay will follow up with the new membership). Reynolds reviewed the Colorado State Model Performance funding formula and noted that there is provision to prevent anyone from losing >5%.

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

**Board of Trustees** (Iyer)

The Finance and Audit Committee met on October 29, 2014. Discussion items included state funding and enrollment. The Board of Trustees will meet on November 14, 2014.

**PASC**: No report.

**CSC** (Ellerby)

The Council continues the Yankee Candle fundraiser. The Chili Cook-off is Wednesday, in the ballrooms.

**Standing Committee Reports**

**Academic Policies Committee** (Landiera)

The Committee will present a motion under New Business today: Part 5 Curriculum. The Committee will discuss the Student Bill of Rights and major/minor requirements at the November 24, 2014 meeting.

**Codification Committee** (Dietz)

Dietz noted that the Federal Government has implemented additional requirements (e.g. faculty/staff training), for Sexual Harassment/Discrimination policies, which will need to be discussed regarding the Discrimination Complaint procedures update that the Committee continues to work on.

**Elections Committee** (Merrill): No report.

**Faculty Welfare Committee** (Temkin)

Pending Senate Action 1058 (Promotion Guidelines) will move forward to the Board of Trustees. The Committee continues to align the Course Form with the current Curriculum Approval process.

**Salary Equity Committee** (Luger)

The Committee will present a motion under New Business today: Salary Equity Committee Report on the 2014 Compensation Distribution.

**Student Senate**: No report.

**Special Report(s)**

**Special Order(s)**

**Unfinished Business**

**New Business**

**Academic Policies Committee Motion**: Part 5 Curriculum

*MOTION*: The Academic Policies Committee recommends approval of the highlighted revisions to Part 5 Curriculum of the Board Policy Manual to clarify course outline requirements.

### Part 5 Curriculum

#### 2-3-501 Course Outline, and Goals.

For the mutual benefit and protection of students and faculty, every faculty member is obligated to share in writing with students early in the term before the drop/add period:

1. the course objectives/outcomes,
2. the general strategy, topics, subject matter, materials and tasks to be employed to meet those objectives/outcomes,
3. a list of tentative deadlines for accomplishment of assigned tasks. Lead time commensurate with the task should must be provided.
4. the method, assessment criteria, and weight to be applied to each criterion assignment in determining overall final grade.

**DISCUSSION**: Landeira outlined the rationale for the proposed changes to clarify course outline requirements. Senate members asked for additional information on the rationale for the proposed changes and regulations/guidelines that contributed to the amendment decisions, as well as clarification of “assessment” “outcomes”, “method”, and “overall final grade” as well as the consideration of changing “drop/add period” to “drop/add deadline”. An inquiry was made regarding the effect of the phrase “tentative deadlines for
accomplishment of tasks” on pop quizzes. Luger asked for documentation of HLC language requirements regarding syllabi and course outlines. Senate members agreed to invite Bentz to elaborate on HLC requirements for course outlines/syllabi.

**MOTION:** Make the motion a MAJOR MOTION: Luger.

**SECOND:** Dietz.

**VOTE:** The motion passed 14-4, no abstentions.

Discussion will continue at the November 24, 2014 Faculty Senate meeting.

### Salary Equity Committee Motion: Salary Equity Committee Report on the 2014 Compensation Distribution

**MOTION:** The Salary Equity Committee recommends distribution of the 2014 Compensation Distribution Report to the UNC faculty.

Luger answered questions about the format of the report and specific questions about Section 2: Type of Increase (if the area is not listed, then there was no Provost Discretion and Compression/Inversion increase).

**VOTE:** The motion passed 21-0, no abstentions.

**MOTION:** Organize a faculty forum to discuss the report information and answer questions about the current compensation distribution, past compensation distribution and future compensation distribution: Landeira.

**SECOND:** de la Torre.

**DISCUSSION:** Additional discussion items included distribution models, communication of information to the faculty (inclusion of three models, but only one was used), the importance of transparency when implementing the distribution model, the change in peer groups from NCHEMs to All Doctoral, reasons why some faculty are lower in parity, and whether or not the allocation decisions should be made by the unit. There was also a discussion on who is responsible for organizing the faculty forum.

**CALL THE QUESTION:** Hapcic.

**VOTE to CALL the QUESTION:** 17-5, no abstentions.

**VOTE-FACULTY FORUM:** The motion passed 18-2, no abstentions.

### Comments to the Good of the Order

### Adjournment

The meeting adjourned at 4: 57 p.m.

Alison Merrill
Faculty Senate Secretary

Lori Riley
Recording Secretary

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UPCOMING SENATE & SENATE COMMITTEE MEETINGS

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<th>Date</th>
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<tr>
<td>Monday-November 17, 2014</td>
<td>Salary Equity Committee</td>
<td>UC-Aspen C</td>
<td>3:00-4:00 p.m.</td>
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<tr>
<td>Monday- November 17, 2014</td>
<td>Senate Executive Committee</td>
<td>UC-Aspen C</td>
<td>4:00-5:30 p.m.</td>
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<td>Wednesday- November 19, 2014</td>
<td>Faculty Welfare Committee</td>
<td>UC-Aspen A</td>
<td>3:30-5:00 p.m.</td>
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<td>Thursday- November 20, 2014</td>
<td>Codification Committee</td>
<td>UC-Aspen A</td>
<td>3:00-4:30 p.m.</td>
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<td>Monday- November 24, 2014</td>
<td>Academic Policies Committee</td>
<td>Skinner-139</td>
<td>3:00-4:00 p.m.</td>
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