

CODIFICATION COMMITTEE

Wednesday, October 8, 2025

CC 2200 | 2:00-3:30pm

Minutes

Present: Berg, Dietz, English, Fogg, Newman, Schuttler, Senbet, Welsh

Called to Order 2:15pm

Approval of the Agenda approved with the addition of the Academic Standing Change proposal from Academic Policies Committee.

Approval of the 24 September 25 meeting minutes approved without objection

Chair's Report/Announcements – No report

Unfinished Business

- Definitions
- Review Committees, Boards, and Councils Bylaws
- Check Senate Action Forms against the online Board Policy Manual (BPM) and Regulations
- Part 4: Faculty Responsibilities and Conditions of Employment
 - Based on the comment from Tony Reyes,
 - This Policy does not appear to apply to all employees based on it's location in the regulations and the title of Part 4 in the regulations.
 - "employees" will be changed to "faculty" or "faculty member's" throughout the document.
 - "remuneration" will be changed to "compensation" throughout the document.
 - 3-3-401(1)(a) Activities:
 - Rewrite the first sentence of i) as "Faculty understand that their primary professional obligation is to the University."
 - Faculty will need to be defined
 - 3-3-401(1)(b) Purpose:
 - (i)
 - Replace "exempt staff, and administrators" with "with"
 - Remove "and;" of part (iv) and entire (v), ending part (iii) with "and"
 - 3-3-401(1)(c) Responsibilities:
 - (i)
 - Replace "and administrative departments/divisions" with "unit" "administration"
 - Remove the following sentence,
 - The Policies included here apply to all faculty, administrators, and exempt staff at the University."
 - In the last sentence of part (i),
 - Change "the policies" to "this policy"
 - Remove ", administrators, and exempt staff"
 - Replace "and State personnel procedures documents" with the referenced BPM number.

- (ii)
 - In the first sentence of part (ii)
 - Remove “employee and unit leader’s”
 - Insert “of the faculty member and unit leader” after responsibility”
 - Replace “department chair/division director” with “unit leader” throughout part (ii)
 - (A) – rewrite part (A) as,
 - “requires absence for more than one (1) working day in a week during a University semester; or”
 - (B)
 - Remove “employee” and “, during a semester”
 - Insert “working days total during a semester”
 - In the last paragraph of part (ii)
 - Remove “If the dean approves the application, a” and start the sentence with “A copy...”
 1. Insert “for approval’ at the end of the sentence.
 - Replace “ “application” “with “Request” in both instances
 - Replace “one week” with “five (5) working days” and “applicant” with “faculty member”
 1. Replace “ if the application is denied” with “the unit leader of their decision.”
 - Insert “the” in the beginning of the next sentence after “If”
 1. Remove “the decision”
- (iii)
 - (A)
 - Replace “unit leader, dean, and CAO/vice president” with “they”
- (v)
 - Change (i) to (A)
 - Rewrite part A as,
 1. “the paid activities are not part of the faculty member’s University employment responsibilities”
 - Change (ii) to (B)
 - Rewrite part B as,
 1. “such the request has been reviewed and approved by the unit leader and dean; and”
 2. The committee asked if the provost should be included.
 - Remove (iii)
- Change (iv) to (C)
 - “Prior” should be “prior”
 - The committee asked if there is letter regarding “prior-approval letters”

- College of Osteopathic Medicine Policies
- Academic Standing Change (Academic Policies)
 - The committee is not in favor of the proposed changes for the following reasons,
 - Probation and warning mean two completely different things:
 - you receive a warning; you are placed on probation (a status)
 - Several areas where a warning is used do not follow academic practice.
 - For example - if warning is to "alert you" what is the point of grade forgiveness?
 - It seems like we are trying to make one word do the job of three
 - The second point causes some confusion and may need to be rephrased
 - Remove the second person writing in the last point.
 - The committee prefers 'probation', yet if it must be changed, they like 'notice' better
 - The changes will need to be clarified.

Comments to the Good of the Order

Adjournment 3:30pm