

CODIFICATION COMMITTEE

Wednesday, December 3, 2025

CC 2200 | 2:00-3:30pm

Minutes

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

Absent: Fogg

Called to Order 2:00pm

Approval of the Agenda approved without objection

Approval of the 19 November 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

New Business

- Board Policy 2-3-801 – Faculty Evaluations (Faculty Welfare)
 - 2-3-801 Faculty Review
 - Remove “mechanisms to provide”
 - 1)
 - Replace “which is used for purposes of” with “serve as”
 - 2)
 - Replace “which provides a mechanism for” with “provide”
 - Insert “an opportunity” after “academic rank”
 - 2-3-801(1) Definitions
 - (a) Review Period:
 - Replace “annual/biennial/triennial” with “subperiod”
 - (d) Unit/Program-Level Evaluation Committee:
 - Rewrite the definition as
 - “A committee containing not fewer than three members, but, if larger than three, not more than the total number of faculty members within the program area. In the case of an evaluatee who has a joint appointment in two program areas, the maximum will be the total number of faculty in both programs. The makeup of the unit/program-level evaluation committee is the responsibility of the program area faculty.”
 - (e) Dossier:
 - List each item of the dossier using bullets (i-v)
 - Make the last sentence its own definition

- (f) Comprehensive Review Dossier:
 - Begin the sentence with “A Dossier that”
 - Move the definition of “Program Area” before “School”
 - (k) Free Standing Program:
 - Replace “department chairs/school directors” with “unit leaders”
 - (l) Program Area Faculty:
 - Remove “For the purpose of this policy, “Program Area Faculty” shall mean t” and start the paragraph with “The faculty”
 - Replace “of the school is” with “are”
 - Replace “is” with “are” in the last two sentences.
 - (m) Program Coordinator:
 - Remove “For the purposes of this policy, the program coordinator refers to”, starting the sentence with “The coordinator”
 - (n) Department Faculty:
 - Replace “single discipline based unit or program area” with “single program area”
 - (o) Multidisciplinary or Interdisciplinary Activities:
 - Replace “Teaching” with “Instruction, service”
 - (p) Performance Areas:
 - Remove “There are three performance areas: i”
 - Begin with “Instruction”
 - (q) Evaluation Score (i.e., score):
 - Remove “score is a”
 - (r) Evaluation Level:
 - Remove “for a Performance Area”
- 2-3-801(2) Comprehensive Review:
 - Remove both instances of “et seq.,” and “University Regulations”
 - a)
 - Insert “; and” of part a)
 - b)
 - Capitalize “associate” and remove the first “in” of part b)
 - Replace “,” with “.”
 - d)
 - Replace “The requirement that” with “Comprehensive” and remove “be” in the first sentence.
 - Following “Collegiality” replace “should” with “shall”
 - Remove the last sentence.
- (a) Comprehensive Review Types will be changed to 2-3-801(3) Types of Comprehensive Review
 - (a) Pre-Tenure Review.
 - The University Regulations reference will be changed to
 - “(see 3-3-801 Implementation of Faculty Evaluation Procedures.)”
 - (ii) – replace “further” with “additional”
 - (b) Tenure Review.

- Buller formatting was corrected.
- (c) Promotion Review.
 - Remove “include” at the end of the paragraph.
 - (ii) – remove “(to promote or not)”
- (d) Post-Tenure Review.
 - Insert “applicable” to the end of (i)
 - Begin (ii) with “any”, removing “if any”
- Continue from (b) Comprehensive Review Procedures

Future New Business

- College of Osteopathic Medicine Policies

Comments to the Good of the Order

Adjournment 3:27pm