

CODIFICATION COMMITTEE

Wednesday, September 23, 2026

CC 2200 | 2:00-3:30pm

Minutes

Present: Dietz, Gregory, Murza, Newman, Reyes, Schuttler, Yu

Absent: Berg

Called to Order 2:00pm

Approval of the Agenda approved without objection

Approval of the 9 September 26 meeting minutes approved without objection

Chair's Report/Announcements – Schuttler will reach out to Carla regarding Senate Action 1251, requesting the changes be published on the BPM before the committee continues revising the policy.

Unfinished Business

- Definitions
- Review Committees, Boards, and Councils Bylaws
- Check Senate Action Forms against the online Board Policy Manual (BPM) and Regulations

New Business

- M. Lucile Harrison Award Committee Policy Revisions (Faculty Welfare)
 - Members suggested removing the preamble since it doesn't seem relevant to this section and is hard to understand.
 - Replace the current preamble with,
 - “University Regulations implement Board Policies and provide the specific requirements necessary to carry out the University's responsibilities and authorities. They shall be consistent with applicable federal and state laws, Board Policies, and other governing authorities. They apply to the University community as specified in each regulation and shall be administered by the offices or officials designated therein. University Regulations may be established, revised, or rescinded by the appropriate University authority in accordance with University governance processes. Where a conflict exists, applicable law and Board Policy shall take precedence over University Regulations.”
 - 3-1-101 University Committees
 - The language in the Board Policy 1-1-207 is broader than University Regulations 3-1-101
 - Rewrite BPM 1-1-207 University Committees as,
 - “The President, through the ordinary governance process, is authorized to develop and define the role and authority of

University-wide committees through regulations and procedures for the benefit and good governance of the University. Committees shall be advisory in nature. Membership on committees shall be by appointment of the President or as stated in Board Policy or University Regulations, and service on committees shall be considered to be an appropriate adjunct to regularly assigned duties.”

- The committee questioned whether the section is necessary and mentioned that it is not currently being followed.
 - Replace the language in 3-1-101(1) with, “All committees established by Academic Affairs shall include faculty representation.”
- 3-1-102
 - Insert the following to inform readers of what the award is.
 - “The M. Lucile Harrison Award annually recognizes a current full-time faculty member who embodies “professional excellency” in all three areas of faculty work: teaching, research, scholarship, creative works (RSCW), and service throughout their career.”
- 3-1-102(1) Purpose
 - Remove “shall”
 - (a)
 - There should be existing criteria and those nominated should know what the criteria is.
 - Replace “Recommending” with “Reviewing and approving”
 - (b)
 - Rewrite the sentence as, “Determining the amount of the award each year.”
 - (c)
 - Remove “The committee shall also” and begin the sentence with “Reviewing”
 - Remove “applicant/” and replace “make recommendations” with “recommending”
- 3-1-103(2) Composition
 - a)
 - Insert “conduct meeting and” before “maintain”
 - Remove “all” and “each year, and to ensure such tasks are executed”
 - b)
 - Rewrite “1 Representative selected by the Undergraduate Council” as
 - “The Undergraduate Council selects one (1) of its members as a representative.”

- Rewrite “1 Representative of selected by the Graduate Council” as
 - “The Graduate Council selects one (1) of its members as a representative.”
- Rewrite “2 Representatives of selected by the Faculty Senate” as
 - “The Faculty Senate selects two (2) faculty members as representatives.”
- c)
 - Remove “The following members shall be appointed annually by”
 - Replace “(or delegate).” with “shall appoint the following members:”
 - Replace both instances of “1” with “One (1)”
- d)
 - Rewrite the sentence as,
 - Academic Affairs shall consider equitable representation among the colleges when appointing members to the committee.
- e)
 - Begin the sentence with “Current” and remove “(Appointed by the Vice President for one-year terms) Chaired by the staff member in Academic Affairs.
- This will be sent to Betsy before Faculty Welfare to receive any feedback they may have.

Comments to the Good of the Order
Adjournment 3:28pm