

CODIFICATION COMMITTEE

Wednesday, April 12, 2023

UC Aspen A & B | 2:00-3:30pm

Minutes

Present: M. Berg, J. Rich Fredericks, M. Schuttler, D. Senbet, M. Welsh, H. Yu

Called to Order

The meeting was called to order at 2:01pm.

Approval of the Agenda

The agenda was approved without objection.

Approval of the March 29, 2023 meeting minutes

The agenda was approved without objection.

Chair's Report/Announcements: Mary and Maggie discussed Maggie taking over as Chair.

M. Welsh will be Vice Chair.

Unfinished Business

- Definitions
- Review Committees, Boards, and Councils Bylaws
- University Regulations: 3-8-106, Scientific Misconduct Policy: SA #1225: RSCW Misconduct Policy, revision to 1203.

New Business

- Department/School Definitions (APC): Committee to review, make tracked change comments and send to Schuttler by Friday, April 14th 2023. Schuttler will send to Levin before the Monday APC meeting.
- LMS Use Policy (APC): The committee reviewed section 2-3-402(a) Teaching Responsibilities and edited language for clarity.
 - 2-3-402(1) On Campus and 2-3-402(2) Off Campus removed completely.
 - 2-3-402(b) reviewed and edited
 - Section 2-3-402(b)(I) attendance
 - 2-3-402(b)(II) due dates
 - 2-3-402(b)(III) grades for assignments; committee has a question about the sentence: *“In courses not requiring written examinations, papers, or projects, the instructor will provide a written explanation indicating the basis for all grades submitted for that course in sufficient detail to protect the student from prejudice or capricious evaluation.”*
 - 2-3-402(b)(IV) maintain a course site or LMS shell, reference to section 2-3-501
 - 2-3-402(b)(V) instructor attendance
 - 2-3-402(b)(VI) student attendance
 - 2-3-402(b)(VII) instructor office hours or student engagement hours, if student needs a remote option
 - 2-3-402(b)(VIII) academic advising now also on Zoom
 - 2-3-402(b)(IX) student evaluation opportunities
 - 2-3-402(b)(X) fundraising; the committee is curious why this is in this section at all.
- Check Senate Action Forms against the online Board Policy Manual (BPM) and University

Regulations (UR) for accuracy

Comments to the Good of the Order

Adjournment

The meeting was adjourned at 3:30pm.