

**CODIFICATION COMMITTEE**  
**UC ASPEN C**  
**Wednesday, December 04, 2019**  
**MINUTES**

**Present:** Berg, Murza, Rich, Satriana, Schuttler, Welsh

**Absent:** Fitzpatrick

**Call to Order**

The meeting was called to order at 2:05pm.

**Approval of the December 04, 2019 Agenda**

The agenda was approved with addition of AAP chart review.

**Approval of the November 20, 2019 meeting minutes**

The November 20, 2019 meeting minutes were approved without objection.

**Chair's Report/Announcements**

The visual chart for the AAP needs to be completed before bringing the policy forward.

**Unfinished Business**

- AAP visual chart for 2-1-204
  - The chart provides a guide for timeline and steps but does not take the place of the policy provisions.
  - Add section/subsections reference numbers to each step.
  - All periods are working days; add note to reference non-contractual periods.
- Senate Action 1153: Article 8
- Senate Action 1113: Evaluation, Promotion, Tenure
- Senate Action 1143: Part 12 Faculty Grievance – Satriana
- 3-6-125 Discrimination Complaint Procedures – Satriana
- Review Add'l Senate Actions/Board Policy Manual and University Regulations Updates

**New Business**

- Salary Equity Bylaws
- Honorary Degree Policy
  - Criteria and procedures will be listed in UR 3-8-104(1).
    - Posthumous degrees are separate: 3-8-104(2)
  - Evaluation materials include a letter of nomination and the Nominee Evaluation Form.
    - Dan will share the new Nominee Evaluation Form when available.
  - Order of review:
    1. CAO
    2. Faculty Senate Executive Committee
    3. President
    4. Board of Trustees
  - New section added for the rescission of honorary degrees.
  - Schuttler will send policy for inclusion at 12/9/19 Faculty Senate meeting.
- Administrative Search Policy
  - New policy from Faculty Welfare meant to outline faculty participation in administrative searches

- Address searches in academic affairs as well as non-academic affairs
- Need to determine where the policy will reside
  - Possibly UR Article 3, creating a Part 12
- Abbreviate Faculty Senate Executive Committee with 'FSEC' once defined.
- Change "opportunity to approve" to "opportunity to provide feedback" in all instances.
- Delete "following a process it decides" in all instances.
- Regarding chairs of search committees for academic affairs searches – Ask Welfare if the intent is to have full Senate or FSEC provide feedback.
  - In the college dean searches section, it is the chair of Faculty Senate who provides approval. Why is this section different than the preceding sections?
- Searches for university-wide positions other than the CAO
  - What academic affairs positions may be part of the "including, but not limited to," reference? Is this accounting for changes of title or existing positions?
- Searches for a dean or assistant/associate dean of a college
  - Delete the sentence outlining administrative co-chair and administrative support.
  - Under Committee Membership, change "will decide the process of selection of the faculty members on" to "shall select the members of".
- Codification will send revisions and questions to Faculty Welfare.

## **Adjournment**

The meeting was adjourned at 3:20pm.

Mary Schuttler  
Chair

Betsy Kienitz  
Recording Secretary