

CODIFICATION COMMITTEE

Remote Meeting - Zoom

Wednesday, January 13, 2021

MINUTES

Present: Berg, Fitzpatrick, Murza, Satriana, Schuttler, Welsh

Absent: Rich, Welsh

Call to Order

The meeting was called to order at 2:03pm.

Approval of the Agenda

Approved without objection.

Approval of the December 2, 2020 meeting minutes

Approve without objection.

Chair's Report/Announcements (Schuttler)

Unfinished Business

- Senate Action 1113: Evaluation, Promotion, Tenure
 - Schuttler pulled current published policies for the committee to continue review.
 - Fix the reference in BPM Part 8 Faculty Evaluation to refer to the corresponding UR Part 8 Faculty Evaluation.
 - Remove erroneous 3-3-303(5)
 - Investigate where to move the standalone reference to Graduate Faculty Status Review.
 - Move Definitions to 2-3-801; move Comprehensive Review to 2-3-802.
 - Review/clean up the Definition section.
 - Schuttler will clean up the numbering in the Comprehensive Review section.
 - Reword the Types of Comprehensive Review section for clarity.
 - Revise each subsection (Promotion Review, Pre-Tenure Review, Tenure Review, and Post-Tenure Review) to include the following:
 - (II) concerns raised, if any, about the Evaluation Level in any Performance Area
 - Revise Comprehensive Review Procedures for clarity.
 - Under (b) Process, change 'university email' to 'electronic communication' to account for online workflow systems beyond email.
 - Clarify reference to evaluators in (b)(II).
 - Under (b)(III), clarify that the calculation must use the same method of determining the score.
 - Start at Tenure Applications next time.
- 3-6-125 Discrimination Complaint Procedures – Satriana; *will work on after Student Code of Conduct finalized*
- Review Committees, Boards, and Councils Bylaws

New Business

- Step Back policy revision
 - The committee reviewed and accepted minor changes from the administration that were approved by Salary Equity.
 - Additionally, the committee changed the format of the definition section to make it consistent with other University Regulations policies recently reviewed.
 - Remove quotations in the definition section.

- Step Back is ready to send to Senate.

Adjournment

The meeting was adjourned at 3:25pm.

Mary Schuttler
Chair

Betsy Kienitz
Recording Secretary