

CODIFICATION COMMITTEE

**Remote Meeting - Zoom
Wednesday, October 7, 2020
MINUTES**

Present: Berg, Rich, Satriana, Schuttler, Welsh

Absent: Fitzpatrick, Murza, Welsh

Call to Order

The meeting was called to order at 2:00pm.

Approval of the Agenda

Approved with addition of GOAL catalog language under new business.

Approval of the September 23, 2020 meeting minutes

Approved without objection.

Chair's Report/Announcements (Schuttler)

- Today's priority items are the Step Back policy, GOAL Catalog update, and LAC Board Policy revisions. If we have remaining time, we will return to Faculty Grievance.

Unfinished Business

- Senate Action 1113: Evaluation, Promotion, Tenure
- Senate Action 1143: Part 12 Faculty Grievance – Satriana; *concurrent with 3-6-125*
- 3-6-125 Discrimination Complaint Procedures – Satriana; *will work on after Student Code of Conduct finalized*
- Review Committees, Boards, and Councils Bylaws
- Step Back Policy
 - Rename the Transition Leave section as Transition Period.
 - Change “leave” to “period” throughout.
 - Note: Those with under 3 years of service in an administrative position won't have a transition period.
 - Satriana strongly recommends adding a portion to address those with less than full-time positions.
 - Return to Salary Equity for their review.
- Faculty Grievance 2-3-1201
 - Continued reworking of 2-3-1201(2), Preliminary Procedures.
 - Clarify 2-3-1201(3) the Hearing – General.
 - Satriana volunteers to rework the Hearing Procedures and Hearing Panel Report sections – 2-3-1201(4) and (5).

New Business

- Review Add'l Senate Actions/Board Policy Manual and University Regulations Updates
From 2018/2019
 - Senate Action 1162 – Conflict of Interest
 - Senate Action 1167 – Parental Leave
- LAC Board Policy updates 2-3-107(2)
 - Refer to the “Liberal Arts Curriculum” as “the Curriculum” after it's monikered at the beginning of the policy.
 - List both the numbers and numerals throughout.

- Rework the style of the CCC area for clarification in listing committee composition.
 - With other minor grammar and style edits, the policy revision is ready to return to LAC for their review.
- GOAL participation in commencement
 - With minor grammar and style edits, the proposed catalog language is ready for APC to bring to Senate.

Adjournment

The meeting was adjourned at 3:18pm.

Mary Schuttler
Chair

Betsy Kienitz
Recording Secretary