

## **CODIFICATION COMMITTEE**

### **Remote Meeting - Zoom Wednesday, November 4, 2020 MINUTES**

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

**Absent:** Fitzpatrick

#### **Call to Order**

The meeting was called to order at 2:02pm.

#### **Approval of the Agenda**

Approved without objection.

#### **Approval of the October 7, 2020 meeting minutes**

Approved without objection.

#### **Chair's Report/Announcements**

#### **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
- Faculty Grievance 2-3-1201
  - The committee picked up at 2-3-1201(5) Hearing Panel Report.
    - Change “affected persons” to “Grievant(s) and/or Respondent(s)”
    - Clarify the sections outlining the President’s responsibilities
    - Specify that the President provides a written decision
  - Ready to send to Faculty Welfare.

#### **New Business**

- Name in Use – catalog language updates
  - The committee reviewed changes to the Preferred Name catalog language; now called Name in Use.
  - Provided grammatical edits and reorganized paragraphs to the following order: Name Change, Name in Use, Pronoun in Use, Special Characters in Name Usage, and Name in Use/Graduation Ceremonies.
  - In the Name in Use/Graduation Ceremonies section, ask the Registrar to review/confirm the language matches the processes (for Individual Data Change Request Form and/or Graduation Application).
  - Return to APC.
- Fresh Start for Returning Students – catalog language updates
  - The committee reviewed changes to the Fresh Start for Returning Students catalog language.
  - Provided grammatical edits to simplify and reduce redundancy in the language.
  - Return to APC.

- 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

**Adjournment**

The meeting was adjourned at 3:18pm.

Mary Schuttler  
Chair

Betsy Kienitz  
Recording Secretary