CODIFICATION COMMITTEE
Wednesday, February 9, 2022
UC Aspen A & B | 2:00pm
MINUTES

Present: Johnson, Satriana, Schuttler, Stoody, Welsh, Welsh
Absent: Berg
Guest: Levin

Call to Order
    The meeting was called to order at 2:01pm.
Approval of the Agenda
    Approved without objection.
Approval of the January 26, 2022 meeting minutes
    Approved without objection.
Chair's Report/Announcements
- We need to check the recent UR/BPM updates.

Unfinished Business
- Senate Action 1113: Evaluation, Promotion, Tenure
- Review Committees, Boards, and Councils Bylaws
- Faculty Senate bylaws
- Inclusive Pronoun implementation

New Business
- **Posthumous Degrees** (APC)
  - The committee reviewed APC's revisions to 3-8-104(2).
  - Change "Provost" to "CAO" throughout.
  - Change "towards" to "toward".
  - Change "deceased student" to "decedent" for consistency.
  - Minor edits for clarity in (e).
  - Return to APC.

- **Chair/Director policies** (Welfare)
  - Levin explained the purpose of the proposed changes to distinguish chair/director roles.
    - Any unit leader who has 1.0 FTE in administrative duties will be a director (administrator).
    - Any unit leader who has less than 1.0 FTE in administrative duties will be a chair (faculty).
    - This change would result in many of the unit leaders currently called directors becoming chairs.
    - Also, we are expanding the definition of voting faculty to count faculty service (including chair service) toward eligibility requirements.
  - These updates would result in needing to update policy language in several places in UR/BPM.
  - The proposal seeks to establish policy-wide definitions for the following terms: Academic Unit, Unit Leader, Chair, and Director.
    - Codification shall determine the appropriate placement for the definitions in UR/BPM.

- Note: The local definition of "Unit Leader" in 3-3-201(b)(ii) will need to be updated. Check for other similar updates needed throughout policies.
  - The committee began reading through the proposal.
  - 2-3-1101(3)(a) Initiation of Proceedings
    - Ask Welfare if there is a step missing in how the process is articulated.
    - Use "CAO" to refer to "Chief Academic Officer".
  - 3-3-301 Chair Selection and Evaluation
    - If the sentence at the beginning of the section is retained, add "free-standing program" to the list of academic unit types.
    - Use "CAO" to refer to "Chief Academic Officer".
    - Ask for clarification regarding the reference to "one year" (academic or calendar) in 3-3-301(1)(b)(ii).
    - Change "will" to "shall".
    - Find appropriate reference to cite regarding "the level of evaluation" in 3-3-301(4).
  - 3-3-1101 School Director Policy
    - Use "CAO" to refer to "Chief Academic Officer".
    - Find the appropriate reference to cite regarding "Deans Evaluation" in 3-3-1101(4).
  - Continue review next time.

Adjournment

The meeting was adjourned at 3:19pm.

Mary Schuttler   Betsy Kienitz
Chair   Recording Secretary