CODIFICATION COMMITTEE
Wednesday, February 23, 2022
UC Aspen A & B | 2:00pm
MINUTES

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

Call to Order
The meeting was called to order at 2:04pm.
Approval of the Agenda
Approved without objection.
Approval of the February 9, 2022 meeting minutes
Approved without objection.
Chair's Report/Announcements

Unfinished Business
- Senate Action 1113: Evaluation, Promotion, Tenure
- Review Committees, Boards, and Councils Bylaws
- Faculty Senate bylaws
- Inclusive Pronoun implementation
- **Chair/Director policies** (Welfare)
    - The committee continued review of chair/director policies.
    - Change "will" to "shall" where appropriate throughout.
    - 3-3-1101 School Director Policy
        - Edits for clarity throughout.
        - Delete errant "(a)" in the body of 3-3-1101(a).
    - 3-3-1101(2) Term of Service
        - Delete "normally".
        - Create a corresponding Term of Service section for chairs.
    - 3-3-1101(3) Vacancies
        - Ask Welfare to consider removing the last sentence.
        - Edits for clarity; apply similar edits to the corresponding chair section.
    - 3-3-1101(4) Evaluation of Director
        - It is not clear what is referenced by "Deans Evaluation".
        - Perhaps 3-4-113, which denotes that faculty in administrative positions are evaluated in accordance with provisions in 3-4-1012 and 3-4-1013.
            - 3-4-1012 & 3-4-1013 are themselves typos, which may instead mean to refer to 3-4-112 & 3-4-113.
    - 3-3-1101(5) Relief of Director Responsibilities
        - Section created to mirror 3-3-301(3) Relief of Chair Responsibilities.
        - Minor edits for clarity; apply similar edits to the corresponding chair section.
    - Return the recommendations to Welfare.
    - The committee will need to find an appropriate placement for the universal definitions section.
        - Schuttler will locate instances of localized policy definitions, and the committee will update those for consistency as needed.
    - The committee will need to review all BPM/UR policies for impacts to terminology

(e.g., replacing chair/director/program coordinator references with “unit leader” where appropriate.).

New Business

Adjournment

The meeting was adjourned at 2:58pm.

Mary Schuttler
Chair

Betsy Kienitz
Recording Secretary