

CODIFICATION COMMITTEE

Wednesday, April 27, 2022

UC Aspen A & B | 2:00pm

MINUTES

Present: Berg, Johnson, Satriana, Schuttler, Stoodly, Welsh

Absent: Welsh

Guest: Levin

Call to Order

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

Approval of the Agenda

Approved without objection,

Approval of the April 13, 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**
 - Review from the other committees has concluded.
 - Salary Equity answered the remaining questions and recommended keeping the language as originally written.
 - Faculty Senate Executive Committee has the following recommendations:
 - Add “with the Faculty Senate office” to the end of Article X. A. 2. a.
 - Rephrase Article X. A. 2. b. for clarity.
 - Amendments to the Faculty Senate bylaws require a two-thirds vote and two readings at Senate.
 - We will present the revisions to Senate on 5/2 and vote early next academic year.
- **Definitions**
 - The committee resumed discussion about what terms may be appropriate to include in a policy-wide definition section.
 - Considerations include:
 - Whether to include terms that are specific only to a particular area
 - Whether to include policy references (perhaps making the section more of a referential index than a true glossary)
 - A general definition section is needed to house terms used throughout Board Policy.
 - For example, the Chair/Director updates recently passed at Senate include definitions (for “academic unit”, “unit leader”, “chair”, and “director”) that need placement in Board Policy.
 - Definitions such as these could be placed in Article 2, Part 1 Definitions, General Provisions, 1-2-101.
 - Currently, only “working days” is defined in this general definition section.
 - Terms with a single definition used across Board Policy can be added to the General Provisions section.
 - Some examples:

- BOT: Board of Trustees for the University of Northern Colorado.
- CAO: Chief Academic Officer.
- Conflict of Interest: An interest of, or relationship maintained by, an employee, that prohibits or inhibits, or has the potential to prohibit or inhibit the employee from exercising independent judgement in the best interests of the University.
- If a term varies based on the context of policy, try to standardize the definition if possible and include policy references if needed.
 - If a term is specific to a particular policy area, leave the definition in its localized context.
- Schuttler will continue work over Summer.

New Business

- **Prior UNC degree credit applicability**
 - The committee reviewed revised catalog language regarding second baccalaureate degrees recently approved at APC.
 - The catalog language contains sub-sections for when a first bachelor's degree was earned at UNC and when a first bachelor's degree was earned at another institution.
 - Revise each of these sections for consistency.
 - Combine the information in the last two sentences of the second baccalaureate catalog language into one sentence.
 - Ready to return to APC.
- **Office elections**
 - Mary Schuttler is approved by acclamation as the 22/23 Chair.
 - Margaret Berg is approved by acclamation as the 22/23 Vice-Chair.

Adjournment

The meeting was adjourned at 3:27pm.

Mary Schuttler
Chair

Betsy Kienitz
Recording Secretary