

CODIFICATION COMMITTEE

UC Aspen A & B

Wednesday, August 25, 2021

MINUTES

Present: Berg, Rich, Satriana, Schuttler, Stody, Welsh

Absent: Welsh

Guest: Levin

Call to Order

The meeting was called to order at 2:03pm.

Approval of the Agenda

Approved without objection

Approval of the April 28, 2021 meeting minutes

Approved without objection

Chair's Report/Announcements

Unfinished Business

- **Senate Action 1113: Evaluation, Promotion, Tenure**
 - Schuttler will pull Board Policy sections relating to SA 1113 to ensure the committee is working from the current language.
- Review Committees, Boards, and Councils Bylaws
- **Template for new policies**
 - The committee considered how to create a guide for campus members showing how to write policy for the BPM/UR.
 - Format guide; example policy; stylistic convention; sections for purpose, definitions, etc.
 - Overview of what types of information belong in the BPM versus UR
 - BPM – overarching policy itself
 - UR – details about policy implementation
 - Such guides could be published on the Codification Committee website.

New Business

- **Inclusive Pronoun Motion**
 - The committee plans to bring a motion to Senate to change gendered pronoun usage (she/her/hers and he/him/his) to inclusive pronoun usage (they/them/theirs) in the BPM, UR, and the catalog where allowed.
 - This allows for consistent and comprehensive changes to pronoun language.
 - Some language may directly quote state or federal statute; in such cases, the original pronoun usage must be retained.
 - Some examples of areas to check: sections referring to military training [2-2-405], lactation support (direct quote of statute) [3-12-105]
 - The UG catalog has at least one use of 'his or her' in the Major and Minor Requirements section.

MOTION: Schuttler – It is moved approve the inclusive pronoun motion and bring it to Faculty Senate.

VOTE: Approved by voice vote.

Adjournment

The meeting was adjourned at 2:57pm.

Mary Schuttler
Chair

Betsy Kienitz
Recording Secretary