

CODIFICATION COMMITTEE
UC Aspen A & B
Wednesday, September 22, 2021
MINUTES

Present: Satriana, Schuttler, Stoody, Welsh

Absent: Berg, Rich, 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 September 8, 2021 meeting minutes

Approved with correction to attendance record.

Chair's Report/Announcements

Unfinished Business

- Senate Action 1113: Evaluation, Promotion, Tenure
- Review Committees, Boards, and Councils Bylaws
- **Template for new policies**
 - Schuttler will share the template with committee chairs.
 - The committee will consider creating a style/format guide for BPM/UR.
- **Liberal Arts Council bylaws**
 - The committee picked up their review from the last meeting.
 - Change “will” to “shall” where appropriate throughout.
 - Edits for clarity in Article VI, A., 3.
 - Remove italics from instances of “University Regulations” and consolidate policy references.
 - Edits for clarify in Article VI. B.
 - Change “follow up” to “additional information” in the LAC Evaluative Criteria subsection.
 - Comments asking LAC to clarify “findings” and “steps” in the Student Learning Assessment subsection.
 - Edits for clarity in Article VI. C. LAC Policy Exemption Requests.
 - Return LAC bylaws with recommendations to the Liberal Arts Council.

New Business

- Faculty Senate bylaws

Adjournment

The meeting was adjourned at 3:20pm.

Mary Schuttler
Chair

Betsy Kienitz
Recording Secretary