

CODIFICATION COMMITTEE

Wednesday, November 17, 2021

UC Aspen A & B | 2:00pm

MINUTES

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

Absent: Welsh

Guests: Levin, Wesley

Call to Order

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

Approval of the Agenda

Approved with the addition of Inclusive Pronoun implementation under new business.

Approval of the October 20, 2021 meeting minutes

Approved without objection.

Chair's Report/Announcements

Unfinished Business

- Senate Action 1113: Evaluation, Promotion, Tenure
- Review Committees, Boards, and Councils Bylaws
- Template for new policies
- Faculty Senate bylaws

New Business

- **Leave of Absence catalog language**
 - Cindy Wesley explained the background and need for creating a Leave of Absence (LOA) policy for graduate students.
 - The committee reviewed the latest draft from APC.
 - Remove extra spaces between sentences.
 - Change "Leave of Absence" to "LOA" after initially defined.
 - Change "an LOA" to "a LOA" throughout.
 - Change "academic years" to "calendar years".
 - Edits for clarity throughout.
 - Question: What is covered by the phrase "university resources intended for enrolled students"? Is there a full list somewhere or a catalog section to reference?
 - The Student Instructions section as it is currently written contains some actions that are administrative, not part of what the student needs to do.
 - Split out the Student Instructions from the Administrative Actions by creating a new section for Administrative Actions.
 - Schuttler will continue review through the remaining sections and send to the committee for their input before returning the draft to Wesley and APC.

- Inclusive Pronoun implementation

Adjournment

The meeting was adjourned at 3:29pm.

Mary Schuttler
Chair

Betsy Kienitz
Recording Secretary