The faculty passed a motion to maximize enrollment for the coming year in the SON.

### UCD FACULTY ASSEMBLY MEETING

**November 28, 2000**

**PRESENT:** Richard Bakemeier, Past Chair; Judith Barton; Carter Ballinger; Rob Berg; JoAnn Conglor; Judy Igoe, Chair; Cathy Jarvis; Dennis Lezotte; John McDowell, Chair-elect; Sandi Parker, Secretary; John Sbarbaro; Robert Schooley; Norman Stoller

**GUESTS:** Sandy Arnesen; Rick Forsman; Jenny Kolquist; Betsy Rodriguez; James Shore

#### I. CALL TO ORDER

The meeting was called order by the chair at 11:35 a.m. The minutes of the October meeting were approved as read.

Ms. Igoe asked the members to verify that all have received copies of the following documents:

- Who owns the online courses (hardcopy)
- University committee on intellectual property *
- Three documents describing the changes in higher education

She also referred the members to a newspaper clipping regarding a lawsuit brought by a non-tenure track faculty member at CU-D over a misunderstanding concerning professional responsibilities. She suggested inviting Margaret Childs to a future meeting to clarify any confusion about related issues.

#### II. URBAN LAND INSTITUTE REVIEW – Dr. Robert Schooley

Dr. Schooley reviewed the schedule for the ULI visit next week. The consultants will conduct a series of interviews with faculty. They will meet one hour with Judy Igoe and John McDowell, another hour with the chairs of the faculty governing bodies for the schools, and will also meet with 8 to 10 members of the School of Medicine. The ULI representatives will deliver their final report on Friday morning, December 8, in the Fitzsimons auditorium.

#### III. FACULTY LEAVE POLICY - Betsy Rodriguez, Asst. Vice President for Human Resources and Diversity

Ms. Rodriguez discussed the "new" Regent Faculty Leave Policy, dated October 12. She pointed out that no administrative policy statement has been issued yet, since there are many details and questions that need to be clarified before it can be finalized. This policy has the biggest impact on the UCD campus, since most of our faculty are on 12-month appointment cycles, which is specifically addressed in this policy. PRAs are also covered by this policy. There is a separate policy for faculty on nine-month appointments.

The policy requires faculty to begin tracking and reporting sick and vacation leave immediately. It also requires departments to pay for unused vacation leave (up to 44 days) and for 1/4 of the unused sick leave. An explanatory document will be mailed within the next few days to home and work addresses of all faculty.

The policy also requires documentation of prior leave and faculty members will be asked to sign off on calculated balances. In the future, leave balances will appear on paycheck stubs. Faculty who do not submit a balance will be defaulted to the equivalent of 8 years of service.

The policy also discusses funeral leave and parental leave. It does not include or recognize administrative leave.

Work hours for faculty are to be determined by the supervisor. Ms Rodriguez has submitted questions to the legal office concerning how the supervisor will be identified. Grievances concerning the policy will be handled by the Human Resources Office.

The revision of the faculty leave policy was instigated by a recent financial audit with pointed out liability concerns in regards to payouts for faculty who have not recorded leave.

Although Central Administration and the Boulder legal office are still discussing and will address some 23 questions that have been raised so far, leave tracking and payout for leave must begin now.

#### IV. CHANCELLOR'S REPORT - Dr. James Shore

A. Diversity and reorganization of the Human Resources Office

During a recent federal audit for diversity compliance, it was noted that 95% of the work had to be performed by the Human Resources office staff. The previous diversity office staff did not have the means to deal with compliance issues at this level. So authority and responsibility for diversity compliance are now combined in the HR office. Betsy Rodriguez has a new title as Asst. Vice President for Human Resources and Diversity. The previous Diversity Office was reorganized and charged with advocating for diversity. Raul Armendariz has a new position as Director of Diversity Outreach for the AHEC. Candace Fleming is the new interim Director of Diversity (until June); a search will be initiated for the permanent director. The Deans will be asked to identify a new diversity committee representative in each school.

Annual reporting requirements are very specific and onerous. Details about applicants for every search are required to be documented. Justification for selected candidates must be clear. Ms. Rodriguez and Legal Counsel are working on a training for administrative assistants and guidelines for future search committees.

B. Policies on harassment and workplace violence

Paul Perales, from the office of the Associate Vice Chancellor for Human Relations and Risk Management, has contacted Ms. Igoe via email. He would like feedback from Faculty Assembly regarding the need for and character of a general harassment policy. President Hoffman is very interested in this issue. Ms Igoe asked that FA representatives consult their constituencies concerning the discussion points included in the email message from Mr. Perales:

1. Are there reports that harassment (other than sexual harassment) is experienced at HSC?
2. If there are such reports, how have such incidents been resolved in the past?
3. Are there existing policies or procedures that address the problem?
4. Is there a sense that a "general harassment" policy is needed, despite existing policies?
5. What characteristics should a general harassment policy have?

Ms Rodriguez commented that she is interested in developing a workplace violence policy. These two policy areas could be combined in a broader policy addressing workplace behavior. In the meantime, Ms. Igoe will send the results of the survey on discrimination to Mr. Perales. Dr. Bakemeier suggested that the UCD campus ombudsman should also be consulted regarding the questions from Mr. Perales. Ms. Igoe asked for feedback from faculty assembly members within the next 10 days.

#### V. COMMITTEE REPORTS

A. EPUS committee - Dr. John McDowell

The next meeting is scheduled for Friday, 10-noon. EPUS continues to be involved with intellectual property issues.

B. PERSONNEL COMMITTEE – Sandy Arnesen

The Personnel Committee has submitted recommendations to the Regents for additional 401K options in both the number of plans and the number of providers. The Regents will address the recommendations at their January meeting.

http://www.uchsc.edu/faculty/governance/minutes/FACMINS1100.htm
Ms. Arnesen reported that although it is permissible to roll 403B funds over to other providers, some of the UCD approved providers have told faculty that this is not allowed. To correct this erroneous information, the Benefits Office in Boulder is contacting all of the UCD 403B providers to clarify that it is allowable under University rules. Some faculty assembly members urged the Personnel Committee to provide broader communication with faculty about this option.

Ms. Arnesen referred to a motion passed by the Gay, Lesbian and Bisexual committee endorsing the addition of "sexual orientation" to the non-discriminatory clause of the University of Colorado and the implementation of the "Domestic Partner Benefits" for CU faculty. She predicted that the Personnel Committee will recommend that benefits be extended to faculty members plus one other adult person in the household, and the children of either adult.

The Personnel Committee representatives have been asked to determine if the Phased Retirement Program for Faculty is being implemented in the schools on their respective campuses. The SON responded that it has implemented the program for three faculty members. None were reported in the other schools. Ms. Arnesen said that the program will be reviewed in 2002, so please convey to her any concerns or concerns regarding the Phased Retirement program.

C. FACULTY COUNCIL - Dr. Richard Bakemeier

Dr. Bakemeier reported that Regent Martin has requested a notice of motion about the non-discrimination clause discussed above. Dr. Bakemeier said that a statement from Faculty Assembly regarding this issue would be helpful. Dr. Schooley moved to reaffirm support from Faculty Assembly for the addition of a non-discrimination based on sexual orientation clause. The motion was seconded and passed unanimously.

D. BUDGET COMMITTEE - Dr. Richard Bakemeier

The budget committee is working on the issue of faculty salary increases. A proposal has gone forward to the regents with recommendations for the addition of a fairness clause to the Regents Compensation laws addressing the need to recognize faculty who are doing good work, even if their work has not received national recognition. The second part of the proposal requests a definition of the term "unit" in relation to unit merit.

Ms. Igoe asked that further discussion on this item be postponed to the January meeting in the interest of time.

V. LIBRARY REPORT - Rick Forsman, Denison Library Director

Mr. Forsman provided handouts with included an 1) an updated Library Budget overview, 2) a description of the electronic journals recently added to the Denison collection, and 3) an outline of three budget scenarios for the 2001/2002 budget year. The library is wanting to compensate for the possible loss of one-time funding ($300,000) and the expected 9% inflationary increase in journal pricing.

Mr. Forsman also reported an significant increase in requests for library staff contribution to informatics and information competencies education and will request funding for another education librarian for the coming budget year. Following discussion concerning TLE funding, consortial purchasing power, user fees and licensing restrictions, Dr. Schooley moved that Faculty Assembly resolve to support the 2nd budget scenario, which adds 40.8% to the base budget of the library. The motion was seconded and passed unanimously.

VII. ADJOURNMENT

The meeting adjourned at 1:30 p.m. Ms Igoe requested the school representatives to submit their reports to the secretary by email.

VIII. APPENDICES - SCHOOL REPORTS (received via email following the meeting)

SON - Joann Congdon

The faculty passed a motion to maximize enrollment for the coming year in the SON- in all programs, but with particular efforts to increase enrollment in the Masters program.

The Dean received support from the faculty to move forward with negotiations for inclusion of nurse practitioners in the University system into the SON faculty practice plan.

The SON space management task force is requesting faculty volunteers to move to the Fitzsimons campus. The school has no space to house new faculty or the new grants that have recently been funded.