CU Denver Faculty Assembly Meeting
November 3, 2015
12:00 pm - 2:00 pm
LSC, Chancellors Conf. Room

Minutes

Attendees: Joanne, Addison, David Bondelevitch, Carol Dee, Lucy Dwight, Denise Pan, Leo Bruderle, Jimi Adams, Rebecca Hunt, Amy Rumbach, Bruce Neumann, Tammy Stone, Weldon Lodwick, Johnnie Nguyen, Pamela Laird, Kathryn Cheever, Jody Beck, Mike Radenkovic, Farah Ibrahim, Yufeng Han, Edward Dill, Sam Walker, Eric Baker, Laura Goodwin, John Sunnygard, Neil Krauss, and Nicole Mcwhirter

12:02 PM Joanne Addison, CU Denver Faculty Assembly Chair
Meeting brought to order

Faculty Mediator: Regina Kilkenny and the APC has been working together for a faculty mediator resource. Currently there is a draft proposal and job description in the works. The OMBUDS Office will still remain an available resource. The mediator would also be available for training sessions on conflict resolution. Campus leadership is supportive.

12:06 PM John Sunnygard, Executive Director - Office of International Affairs
International Student Barometer

John Sunnygard presented data on how many international students CU Denver has and where they are from. This year the international enrollments were down 14% from last year. Other data showed the satisfaction of the students and how they feel they are doing. The office has been working with an assessment group that benchmarks with other universities internationally. CU Denver had a 22% response rate. If you are interested in seeing the full results, please contact John Sunnygard. The office is sponsoring an event, Everywhere is Rome: Intercultural Adaptation at Multicultural Universities, with Milton J. Bennett, Ph.D. as the guest speaker. It will be held on Friday, November 13th from 9:30 – 11:00 am in the Business School, Room 1800. Copies of the handouts and registration flyer for the event can be found on the Faculty Assembly website under meeting materials.

12:39 PM Neil Krauss, Director of Initiatives and Outreach
Nicole Mcwhirter, Special Projects Manager
Administrative Prioritization

Neil Krauss and Nicole Mcwhirter updated the assembly on the background and current status of the administrative prioritization that was requested by the Board of Regents. The review has been ongoing for the last 5 months. The academic program review was completed about a year ago. Handouts of the presentation were provided and can be found on the faculty assembly website under meeting materials. The committee began meeting in June and is comprised of faculty, fiscal managers, undergraduate and graduate students, associate and/or assistant vice chancellors.
The goals and objectives are:

- To improve processes, identify redundancies, and determine the relative quality of programs, all in a constructive environment
- Focus on customer satisfaction, efficiency and effectiveness
- Rank programs in a report to the Regents and CU Leadership
- Provide leadership of administrative bucket areas with valuable information and feedback to help with process improvement
- Identify best practices that can be shared among all campus units

The next steps include:

- Survey sent out mid-October
- Data collected until end of November
- Survey launched by Nov 16th or first week of spring semester
- Committee retreat and assessment of self-study with scoring rubric
- Data analysis and initial report development completed in spring 2016
- Report finalized and presented to Regents

The assembly will continue to assist and look forward to an update on the final report.

1:00 PM  Joann Addison, CU Denver Faculty Assembly, Chair

Chairs Report

Approval of October 2015 Minutes:
Motion to approve: Farah Ibrahim
2nd the motion: Tammy Stone, the assembly unanimously approved.

Title IX Ally Training: Karin Rees will be sending out a doodle poll again for people interested in attending a Title IX Ally Training on Friday, December 4th. Please only reply if you can attend and provide your preferred shirt size. If you have any questions, please contact Karin Rees.

The Student Government Association will be working to have a candidate forum on campus for the District 1 Regent Candidates in the spring. Regent Carrigan has volunteered to be the moderator.

Marketing has been working on a new campaign to focus on all campuses. Flyers of the campaign were passed around.

There will be a North Classroom Learning Experience meeting on Friday, November 6th, from 9:30am – 12:00pm in the North Classroom Atrium.

The new Chief Financial Officer has been announced; Dr. Terri Carrothers. BPC will reach out and try to meet with her soon. She is working with Jeff Parker until his retirement. She is currently 80% with the CU Anschutz and 20% with CU Denver. Lisa Douglas will be assisting with the CU Denver campus. We will be inviting Dr. Carrothers to a faculty assembly meeting soon.

The Auraria Library website is now up and running. Russ Poole has been invited to the next assembly meeting to discuss OIT concerns and goals.

Chancellor Wartgow and Chancellor Horrell will be attending the next faculty assembly meeting for a quick meet and greet. Chancellor Horrell will be invited back in the spring for the assembly to hear about her visions for the campus.
CU Denver Faculty Assembly Bylaws: The bylaws were reviewed at the October 6th meeting to discuss revisions. Changes were to be sent to Joanne Addison for updates. The latest version of the bylaws was sent out to the assembly and the assembly committees for review prior to this meeting. Some of the major changes included; updating UCD to CU Denver, the preamble, committee names changing, removing the Diversity Committee and making the sub-committees formal standing committee. There are 2 options with the current bylaws. The current version has been through legal, and the executive committee, or this can continue to be reviewed with the other few minor edits, i.e. changing MAC to EDC, and the wording on the number of terms an officer may hold. There was a motion to move and approve the bylaws as presently constituted by Rod Muth and was seconded by Farah Ibrahim. The assembly voted with 1 abstained vote. Please contact Joanne Addison if you would like to make suggestions or changes and discuss the approval process, please contact her at Joanne.Addison@ucdenver.edu.

The Constitution will still need to be reviewed. These changes will require the vote of the full faculty, which is currently very detailed. CU Boulder faculty assembly currently doesn’t have a constitution and the UCCS assembly constitution is more a statement of basic principles which could be a model.

1:22 PM CU Denver Faculty Assembly Committee & Campus Reports:

- **Auraria Library:** The library is continuing with the renovation. There is a new popular fun reading section that is being built up.

- **Academic Personnel Committee:** APC has been working on the faculty mediator position with administration. They would like to see this person be able to meet and build a relationship with the APC as part of their formal job description. They are also working on a policy on anti-bullying. A copy will be sent to Michel Dahlin for her suggestions.

APC has also been working on a template for campus faculty grievance procedures and resources. There are some schools and colleges that currently don’t have operating procedures for grievances which would normally be addressed at the department or school level.

Omar Swartz will be invited back to discuss recent discussion in the P & T Committee.

- **Budget Priorities Committee:** BPC received an update from Provost Nairn on the North Classroom renovation project and the Student Commons Building. They were also updated that there will be a Chancellors Governance Committee for Online created.

BPC requested an update on nWorks.

BPC will begin scheduling time to meet and work with the new CFO.

- **Committee on the Status of Women:** No report at this time.

- **Disabilities Committee:** No report at this time.

- **Educational Policy and Planning Committee:** The next meeting will be on the 12th and are working to get new members up to speed. They are awaiting to see what the assembly would like them to focus on. EPPC could be an avenue for other committees that are working on policies to review and work with Michel Dahlin.

*Regents Law & Policy Committee:* The Committee has been reviewing all Regent policies and working with campus committees to make sure they align across campuses.

- **Ethnic Diversity Committee (formerly Minority Affairs Committee):** The committee has been working with EMAC on a survey which is a follow up to the FCQ project and looking at climate and atmosphere for diverse faculty. Discussion also included that some non-
dominate faculty end up teaching socially sensitive subjects and what support there is for them.

- **Faculty Advisory Committee to the Auraria Board**: No report at this time.
- **Gay, Lesbian, Bi-sexual, Transgender, & Intersex Committee**: The GLBTI Committee will be having the Symposium at UCCS. The registration is currently closed, but if you are interested in attending, please email David Bondelevitch or Troyann Gentile. Last month there was a Safe Zone training session. The goal is to have 2 session a year on both campuses.
- **Learning, Educational Technology, Teaching & Scholarship Committee**: The committee is going through a list of prioritized projects for the semester. OIT will be sending a representative to the LETTS meetings and he will attend ad-hoc.
- **Retired Faculty**: Rod Muth has been asked to begin a retired faculty association for the CU Denver Campus. He just received results for an online survey with positive response and is awaiting results of the mailed survey. The hope is to begin meeting in the spring. A question was asked on if faculty keep their ucdenver.edu email address. If you are an emeritus professor you keep your email address or if you reached out and expressed interest to keep it. A first act of business could be to create a policy for retired faculty to keep their email addresses for future correspondence.
- **Student Government Association**: SGA has been working on the advising survey. They are also working on a tragedy response. This would be to have CU Denver recognize mass tragedies and how it impacts students. SGA would like to also build student awareness on faculty assembly and work together on university goals. Johnnie Nguyen will be the point person for the congressional debate in the spring. Everyone is welcome to attend the SGA meetings; every Friday at 12-2pm in Tivoli 327.
- **University of CO Denver Association of Lecturers and Instructors (UCDALI)**: The UCDALI fall event was low in attendance, but had a good discussion on mentoring for NTTF. UCDALI met with Dean Jansma to discuss multi-year contracts for NTTF which opened up to a later larger meeting with all NTTF in CLAS being invited. UCDALI has been accepting applications for Non-CLAS grant and have made their selections. They will be announcing the awardees of 6 - $500 Professional Development Grants soon. The CLAS grant opportunities will be announced in early spring.

**1:49 PM**  
**Old Business / New Business / Announcements:**

There was a recent survey that was sent out from OIT on content management systems. This would be important for those who controls or updates the website. Please fill out this survey at your convenience.

There has been word that there will be a survey coming out from the Federal Government on Title IX, to be registered to all campuses and completed each year. The students at CU Anschutz did their own survey. Their results were not much different than national results with emphasis on pregnancy concerns. If you can weigh in at any level, please do be involved.

**1:55 PM**  
**Meeting adjourn**