Members Attending: John Wyckoff, David Bondelevitch, Bob Flanagan, Kevin Rens, Maria Buszek, Peter Schneider, Pam Laird, Elaine Jurries, Allison Bashe, Allan Wallis, Joy Berrenberg, Candan Duran-Aydintug, Madhavan Parthasarathy, John Brett, Steve Billups, Stephanie Santorico, Philip Joseph, Michelle Engel, Bruce Neumann, Nancy Ciccone

Guests Attending: Teri Burleson, Laura Goodwin, Roderick Nairn, Kenny Wolf

12:30P John Wyckoff, Chair
  • November minutes approved

12:35P Provost Nairn
  • Budget: not anticipating any changes in FY11 budget. Planning for FY12 continues. Many scenarios have been developed. Meeting with Regents as we start looking at challenges of FY12. Will have better idea after March forecast. Have not heard talk of pay raises throughout the state. Has been a few years since people have had pay raises, which makes people worry. Will keep you posted.
  • Accreditation: PowerPoint. Self study on schedule. Discussion.
  • Branding: a good likelihood they’ll be a letter from the President next week outlining the final details. There has been some discussion about logos—Jackie Montgomery has shared info with AD/ASG (for business cards) John has handout. It is “CU”, the two campuses get branded separately, but University of Colorado Denver is our name. AMC will be health destination focused. More details to come.

1:00P Chair’s Report
  • Quorum: When we read the bylaws for schools and colleges, it says “as many as” for quorum (not an absolute). At least one college is never represented; others may have 1 representative, etc. We’ll see what works as we have issues to vote on as a governance body. If we can’t reach quorum (identified now as 15), then we’ll have to revisit the issue again.
  • Library Issues: Mary Somerville is scheduled to be at our next meeting in February. Will be willing to address issues at that time. Ellen Metter gave a presentation at the last meeting, but there are individuals who would like Mary to address these issues personally.
  • Tuition remission: BPC, FC, UBAB, VP for HR are investigating the issue; creating a consulting report. There is a lot of activity on this issue.
  • Dean’s Role on retention of lecturers: Top down issue. Concerned with whether or not this decision should be at the Dean’s level or the department level.
2:05P  **Committee Reports**

- **Academic Personnel:** met in November. Kevin Rens will continue as chair. Decided the role APC would like to play in Post Tenure Review. APC may be a good place to grieve if a Dean’s involved and they need a 3rd party. Final topic was chain of command issue. Decided that we endorse the following statement:
  
  “Whenever possible, initial hearings and investigations of student complaints should be initiated at the administrative level closest to the actual incident so that no instance or perception of administrative overreach is committed by administrative levels above the first appropriate jurisdictional department. Guidance and policy basis for this comes from the guidance of Regents Rules (5.E.5. Principles of Participation) stating that faculty are to “take the lead” and have “a principal role” (vis a vis Administration) when it comes to “selection of faculty, educational policy related to reaching, curriculum, research, academic ethics, and other academic matters”.

  ****Vote in February. Re-instate grievance under APC purview in bylaws.

- **Budget Priorities:** next meeting will be mid-January
- **Educational Planning and Policy:** no report
- **Learning, Educational Technology, Teaching and Scholarship:** no report
- **Diversity Committees:**
  - **Disability, GLBT, Women’s Issues, Minority Affairs:** met with Dr. Camacho—one representative should come from that body of committees and work as liaison. Way to encourage people to step forward to be committee chair is to reduce amount of meetings.
  - **FACAB:** no report
  - **UCDALI**—hosted a successful fall meeting. We are working on the lecturer assessment issue. For example: there may be no evaluation on record at all for a particular lecturer. Need to adhere to tri-annual evaluation policy. We know they’re not happening, and there has to be more to assess a lecturer than just FCQs. 2 policies were merged. Annual evaluations have to be for clinical teaching track, etc. Still says NTTF is only evaluated every 3 years.

1:30P  **Kenny Wolf, Director of Assessment**

- Assessment of learning toward accreditation: Working with programs to submit annual assessment report. For the past 2 years every program across both campuses has turned in an annual assessment report. Puts us in good stead for accreditation. Assess learning, make program changes, etc.
- Regents mandated standardized testing for undergraduate students. 200+ frosh, 200+ senior volunteers. Regents are looking at value added, how much learning happens between Freshman & Senior year? Seniors scored higher than freshmen in every subtest and overall. Suggests that UCD education makes a difference. Data validity issues, so it suggests this is true. Our students fared equal to or above the comparison universities on all measures. R1 & R2 university students who took the same tests are comparative universities. There are no red flags, or problem areas, so I think it’s all good news. Regents received results in November.
1:40P  **Teri Burleson, University Registrar**
- Web Grading: I think we’ll have very few problems in terms of the functionality. This system has been tested numerous times. Cannot download through blackboard yet—can download blackboard results into excel, and then excel into web grading as an attachment. Next term we’re **supposed** to have the integration interface built with blackboard so it will interface more easily.
- Due to Cedar Crestone, Graduate School & CU Succeed have lost a lot of students. Thursday all Registrars will take the feedback from the listening sessions, bring them all together.
- Call Registrar’s office and press 3 for web grading help!

2:10P  **New Business/Old Business**
- Next meeting is in February. I plan to propose we hold election of officers in March so those elected as an officer have time to learn their job. Please start thinking about folks you’d like to nominate in the spring.

2:20P  **Adjournment**