Downtown Campus Faculty Assembly
Minutes
February 1, 2011
12:30pm-2:30pm
Friends Meeting Room, Auraria Library
Lunch served at 12 noon

Members Attending: John Wyckoff, Robert Flanagan, David Bondelevitch, John Brett, Pam Laird, Elaine Jurries, Bruce Neumann, Ellen Metter, Steve Billups, Amin Kazak, Nancy Ciccone, Maria Buszek, Laura Argys, Stephanie Santorico
Guests Attending: Provost Nairn, Mary Somerville, Laura Goodwin, Zen Camacho

12:30PM John Wyckoff, Chair

12:35PM Roderick Nairn, Provost

• There have been no requests for mid-year rescissions. Waiting for March budget forecast and working closely with Budget Priorities Committee.
• Waiting for Census Date to assess enrollment. Looks like we will be about on target; up on undergraduate down some on graduate enrollment.
• All classes have been roomed. We gained a lot of new space with the renovation of the old science building.
• Accreditation: target of getting everything to Fedex to the reviewers, we made it. Printed enough hard copies to give to reviewers. As soon as we have more hard copies we’ll make them available. Document will be on the accreditation website. Organizing the visit schedule. Talked with visit chair to figure out who he would like at each component group meeting. Monday meeting with Chancellor, finance meeting with Jeff Parker, have individuals meet with individual deans. Plan to create a briefing document, general information about accreditation, UCD, specific info on component you’re assigned to talk about, FAQ/anticipated questions that may come up. Video on website to introduce people to the campus—tour of UCD via video. Physical tour of AMC because last time they were here there was a discussion of whether or not the HSC COULD move from 9th to Anschutz.
• Current search committees: AVC for student affairs, well underway with Laura Goodwin as co-chair. Anticipating getting responses by 3rd week in Feb. Dean for SEHD committee underway with ads out & a 15th Feb response deadline. Dean for CSPH underway, date toward end of Feb. Expanded ESS to have component down here to take care of Lawrence Street Center.

12:55PM Chair’s Report

• Show accreditation video at next meeting, David Bondelevitch helped a lot with the video.
• Brand roll out: We are now officially CU. Letterhead and business cards available now. [www.ucdenver.edu/brand](http://www.ucdenver.edu/brand)

• CU advocacy day last Friday at state capital. Promoted all the campuses of the University at the state legislature, met some of our senators and representatives, talked about budget issues, very interesting day.

• Changed class time grid. Group determined more members could attend from 12-2PM instead of 12:30-2:30PM due to teaching obligations.

• Assembly elections. Please start thinking of nominations of officers. We need to wait until after the colleges have had their elections by the end of March; hope to have new assembly officers in place by May meeting.

1:10PM Mary Somerville, Director Auraria Library

• PowerPoint Presentation

• Library was built in 1970’s: 15,000 students then we are now approaching 50,000.

• 21 resignations and retirements over the past 2.5 years…have filled only 2 technical positions.

• We have access to over 30 million items through Prospector

• Have been moving collections to 2nd floor and to Pascal at AMC

• In April 2010 we began to prepare for external program review. We are tri-institutional, administered by UC Denver. Met with 3 provosts, and 4 sets of master planners. Provosts recommended convening a library planning committee, including faculty from each of the schools. Faculty, staff, planners met from May through September. One of the reports included the enhancements that the faculty endorsed. Recommendations of external program review committee (chaired by Dean Howard), Associate Dean from Metro & two outside reviewers. Had about 30 participants. As a result, the architectural firm has proposed further modifications of the building, which continue to build on what faculty told us they require. In weeks ahead, we’ll be vetting those suggestions through planning group and other tri-institutional entities to make sure we move forward properly and with input from various stakeholders.

• Need to contact other schools to figure out how we’d like to compose such a tri-institutional body. How to appoint representatives, etc. Optimal size? No more than 3 faculty per school.

• Faculty Suggestion: highlights of school-specific resources sent at the beginning of the semester would be a very useful tool.

1:35PM Committee Reports

• Budget Priorities: should receive proposed budget from new governor late February. Committee is trying to brainstorm long-term allocations, in part because there may be negative or positive allocations; this past year we had one-time money which the committee worked out ways in which to allocate. There won’t be anything to decide at the February meeting of BPC, so we decided to meet to discuss long term issues guiding principles. Accreditation process BPC will be active. Laura Goodwin: looking at global issues of how budget affects faculty morale, etc. We’d like to be able to communicate if there are situations where
Disabilities: very successful at the booth last semester, deciding if the committee wants to make that a bigger focus. Putting together a workshop specifically geared to returning veterans. We may try to work with military student organizations to put together a panel to talk about this. Working on parking, making sure that all our buildings have emergency plans for faculty, staff & students with disabilities.

UCDALI: A. our spring event will be about accreditation—when we met in the fall with Provost Nairn & Laura Goodwin, they were very supportive. We’re inviting them to come to the spring event to discuss accreditation. It’s important for the Non Tenure Track Faculty (NTTF) to be on board and to understand what’s going on especially when site visitors are here. B. sending out a summary document about accreditation to NTTF lists. C. Time for award nominations, including the Provost’s Award (best practices within a primary unit) D. thinking about how to work with schools and colleges on how to improve assessment of NTTF (especially lecturers)—ready to move to show it to deans then to provost. E. Who’s going to do the work? Service? During hard economic times, we’re all asked to do more; money comes back and we hire people. We need to start rethinking the labor model at universities. One of the aspects is—what is appropriate to start paying NTTF to do? There’s already more service going on with NTTF than they’re getting compensated for.

2:00PM Policy Discussion
- Cell Phone Policy—many faculty ask students to turn off cell phones during class. Safety issue: if there is an issue on campus, students can register with the system for a text/phone call. Can’t turn a phone off and still receive these messages. I’d like to suggest we recommend that we have instructors tell students to put their phones on vibrate—not turn them off. If there is an emergency, they can still be contacted. No vote on current policy; no agreement.
- International Travel Risk Management Policy: Still do not have faculty representation on risk management committee. I move this should be tabled until this group includes a faculty member. Policy tabled.
- Chain of Command, Academic Personnel Committee: I would like to forward this with a recommendation from this group whether this is a statement we would like to support. This statement will be moved forward.

2:30PM Adjournment