Minutes

Attending Members: David Bondelevitch, Robert Flanagan, Bruce Neumann, John Wyckoff, Michelle Carpenter, Joann Addison, Stephanie Santorico, Thomas Beck, Kariann Yokota, John Brett, Kathryn Cheever, Amanda Charlesworth, Rodney Herring, Eric Baker, Pamela Laird, Nancy Ciccone, Peter Schneider, Nathan Thompson, Sam Walker, Edward Cannon, Dorothy Garrison-Wade, Doris Kimbrough, Sondra Bland, Laura Goodwin, Randall Tagg, Rod Muth, and Danielle Varda

Guests: Brenda Allen, David Thomas, Bob Tolsma, Regina Kilkenny, and Cary Weatherford

12:08 PM Robert Flanagan, Chair

- October Meeting Minutes
  - Motion to Approve (w/ revisions): Bruce Neumann - Seconded: David Bondelevitch
  - Unanimously Approved w/ revisions

- Introductions: Robert introduced our new Associate Vice Chancellor of Diversity and Inclusion – AMC / DDC, Brenda Allen.
  Dr. Allen spoke to the group about her background and her recent move to lead the Diversity and Inclusion Office. A handout was distributed with the Strategic Plan for 2012. It can also be found on the DDC Faculty Assembly website @ http://www.ucdenver.edu/faculty_staff/faculty/assembly/downtown/Pages/AgendasandMinutes.aspx.

12:20 PM Dr. Regina Kilkenny

Office of the Provost Updates

- Dean Search: The College of Arts and Media (CAM) Dean search is well underway. Laura Goodwin is serving as interim until the position is filled. The college will also be going through an external review.

- DDC Budget Retreat: During the next 6 weeks the DDC will be reviewing the budget. Each of the campuses this year will be reviewing their budgets as well.

- Auraria Library Remodel: There are few dollars available for renovations this year. Discussion on using internal funds to address the biggest issues is on the table. The library has been rearranging and reviewing current catalogs to help with space and utilizing used furniture to make the space better.

- Center for Faculty Development (CFD): The Center for Faculty Development has received results of the external review and is being reviewed by the CFD Advisory Board. Dr. Allen is highly involved in the Advisory Board and the mentor opportunities available for staff through the Center. Dr. Allen asked for anyone interested in participating. Please contact Brenda Allen if you are interested I joining @ Brenda.Allen@ucdenver.edu.

12:26 PM Guest Speaker(s):
Dr. Regina Kilkenny, David Thomas, and Bob Tolsma
Learning Management Systems (LMS) Update – David Thomas spoke to the group about the not yet released information on the vendor that was chosen as the new Learning Management System. Procurement should announce the vendor within the next few days. Starting now until the Summer of 2014, CU Online will start the migration from eCollege and Blackboard to the new system Canvas. Deans / Associate Deans on both AMC and DDC have been notified a formal announcement will be announced soon. Spring 2013 - intended pilot series (roughly 6 months) with tentatively 25 courses is anticipated. The Summer of 2013 – A focus during this time will be to get as many courses online as possible, consider this a opt in period. Then in Fall 2013 - The hope is to get the remaining courses into the system. By Spring of 2014 the hope is to have every class out of eCollege and Blackboard. CU Online will be working with all faculties to help them to move content from the previous systems to the new Canvas system. The schedule for this to occur will be announced. As online courses are more mission critical; they will offer one of two programs to online faculty. One option is a stipend or nice hardware award option for faculty who to invest the extra time to upgrade your courses. The second option is that they will assign a structural designer to work with faculty to complete. The goal is to build better platforms for teaching and students. If you are interested in joining the pilot of our new LMS, please contact David Thomas @ David.Thomas@ucdenver.edu.

Online / Course Development Discussion – Bob Tolsma handed out an overview of the current Technology-related Task Forces at UCD. This handout explains the background, memberships, and goals of all the technology related committees at both campus and system-wide level committees. Departments are on the front lines when making decisions on how courses will be taught and structured. A funding program is anticipated for the development of online courses. Different incentives are being reviewed for opportunities. The discussion is still ongoing and has been forwarded to the DDC Faculty Assembly – LETTS Committee for further review.

1:20 PM Cary Weatherford – Institutional Planning
Academic 1 Building Update / Presentation
Cary presented the group with the current status and design plans for the Academic 1 Building. The building will be on the corner of Speer Blvd. and Larimer Street. This is a great location for CU to establish its identity on campus. The building is a green facility with focuses on student services, and has well placed CU Branding. Groundbreaking is anticipated to begin late January 2013 with a completion date in Fall 2014. Backfill of the classrooms will continue thru Fall 2015. Concerns from staff included the need to cross Speer and how can we assure the safety of faculty, staff and students.

1:35 PM Committee Reports:

- Academic Personnel Committee (APC): Pam Laird – APC has asked for Brenda Allen to speak with their committee soon. Current things under committee review include; NTTF 3 year contracts (review soon), and the 1/6th Rule - docs are being reviewed by Pam Laird and Judy Coe at this time. Tentative speakers include Bill Cherowitzo to discuss P & T, and Peter Bryant and Mary Chavez-Rudolph from the OMBUDS. Privilege and Tenure discussion topics include: sabbatical grievances and salary grievances. If you have other items that you would like APC to address, please send an email to Pamela.Laird@ucdenver.edu. If there is anyone that has staff time that is available for research, APC is looking for volunteers.

- Budget Priorities Committee (BPC): Peter Schneider – An issue that has been brought to BPC is the immediate need to develop inter-campus performance criteria for CCHE. There are also several departmental reviews in process, such as the CU Foundation at the system level, The Center for Faculty Development, the Office of Research Development and Educational Review as well as the Governor’s Budget is to be reviewed this week. The 2nd week of December the
Dean’s Budget’s Retreat will begin to be discussed. The grid is also being reviewed to determine if adjustments are needed to help with enrollments.

- **Educational Policy and Planning Committee (EPPC):** Doris Kimbrough – EPPC was unable to meet in October but will meet again in November. Robert addressed the need for a Faculty Council EPUS member to be elected. This will be discussed at the next meeting – updates to follow.

- **Learning, Educational Technology, Teaching & Scholarship Committee (LETTS):** Randall Tagg – Randall introduced their ad-hoc member who also serves on EPPC, Rebecca Hunt. With the new announcement of the new LMS, Randall has asked that the LETTS Committee be able to help with the pilot program. Another area of discussion includes Center for Faculty Development Proposals. The Home Run Committee is beginning to meet and discussion as begun on Massive Online Open Courses. (MOOCS)

- **Diversity Committee (DC):** - No report at this time
  - **Disabilities:** - No Report at this time
  - **Gay, Lesbian, Bisexual, Transgender, & Intersex (GLBTI):** Edward Cannon – The recent system wide symposium held on October 19th was very successful. There were 75+ people including 2 Board of Regents Members in attendance. Videos of the event will be available online soon. Actions steps include how to facilitate to get information to Brenda Allen and her group. Edward thanked the DDC Faculty Assembly for their monetary support of the BGLTI Symposium.
  - **Minority Affairs (MAC):** Dorothy Garrison-Wade – MAC continues to evaluate the data collected from the Student / Faculty focus Groups. Five common themes across all levels of the CU system have been identified. Updates on the results will be provided soon. The group is also working with Brenda Allen in her new role.
  - **Women’s Issues (WIC):** Sondra Bland – The WIC Brown Bag will be held on November 28th @ 11:00 am in Science 1086. Brenda Allen will be the guest speaker at this event. The WIC is also beginning to plan for their Spring Brown Bag which will be focusing on mentoring. The group will be working with the Center for Faculty Development on this event.

- **Faculty Advisory Committee to the Auraria Board (FACAB):** Joy Berrenberg – The classroom etiquette guideline forms are now posted in classrooms throughout campus. If you would like more copies, please contact Joy Berrenberg @ Joy.Berrenberg@ucdenver.edu. Recent concerns on the grid prompted discussion. Auraria, Metro and CCD are all willing to discuss different grid options as well as safety for students, faculty and staff. Please forward specific recommendations to Joy Berrenberg on how the grid could be better. The Faculty Club (9th Street) is also currently looking for new members.

- **Student Government Association (SGA):** - No Report at this time

- **UCD Assoc. of Lecturers & Instructors (UCDALI):** Sam Walker – UCDALI is currently reviewing the multi-year contract review and activity around Ad-Hoc CLAS instructors. The information is being reviewed and updates will be provided soon. The group also plans to meet with the Dean soon.

- **Auraria Library:** Rodney Herring – The current renovation is going well with the funding and grant money that is available. The Library has begun to look at circulation numbers before they begin deleting items from their database if you have requests, please contact your Collection
Development Librarian assigned to your department. This connection can be made by working with your Collection Development Librarian – if you are unsure who that individual is, please contact Thomas Beck @ Thomas.J.Beck@ucdenver.edu. Mary is also collecting ideas on how research librarians can collaborate with research faculty to create a research database.

- **University Benefits Advisory Board (UBAB):** *Bruce Neumann* – Bruce introduced Angela Bryan as a new faculty advisor. Currently the advisors don’t have a job description. The group is deeply reviewing the rate setting process for benefits. A number of issues range from; Kaiser rates to why certain current groups have to use Univ. Hospital CO pharmacies, etc. Evidence shows that the current benefit rates for our plans are reasonable, not necessarily competitive. Bruce asked if people felt that faculty should have more of a voice in the rate setting process. In past years, faculty did have more of a voice in this process. This ability has been lost since the self-funding model created by the Healthcare Trust. Bruce suggests having a mechanism for more direct involvement and having a stronger voice regarding benefit rate setting. This topic as well as Conflict of Interest will be discussed in the future.

1:55 PM  **New Business**
Robert Flanagan will be discussing Faculty Record of Professional Activity Form (FRPA) at the next meeting.

2:05 PM  **Adjourn**