

MINUTES
Boulder Faculty Assembly
December 1, 2011

Attendance

BFA Members Attending

Ernesto Acevedo-Muñoz	Peggy Jobe	Adam Norris	Ted Stark
Elisabeth Bloomfield	Arthur Joyce	Robert Parson	Bryan Taylor
Greg Carey	Catherine Kunce	Jerry Peterson	Steve Vanderheiden
Paul Chinowsky	Congming Li	Karen Ramirez	Kira Van Lil
Douglas Duncan	Shelly Miller	Maj. David Rozelle	Jeff Weiss
Bill Emery	Bradley Monton	Jerry Rudy	Jan Whitt
Maw Der Foo	Hans Morganthaler	Isaac Reed	
Carmen Grace	Robert Nauman	Seth Spielman	

BFA Members Not Attending

Haytham Bahooa	Jim Green	Daria Kotys-Schwartz	Reiland Rabaka
Frank Beer	Martha Hanna	Mark Leiderman	Joe Rosse
Elizabeth Bradley	Lynn Harvey	Shivakant Mishra	Anne Sheehan
Andrew Cooperstock	Robert Hermanson	Jeff Mitton	Martin Walter
Frank Eparvier	Lakshmi Kantha	Susan Moore	Ahmed White
Sanjay Gautam	Dave Kassoy	Page Moreau	Wendy Young
Phil Graves	Buzz King	Melinda Piket-May	
Antonia Green	Mike Klymkowsky	Michael Preston	

Liaisons

Bill Kaempfer, Vice Provost and AVC for Budget & Planning
Ted Jobe, Staff Council

Special Guests

Kathleen Bollard, Vice President and Academic Officer
Ric Porreca, Boulder Campus Senior Vice Chancellor and C.F.O.
Georgia Briscoe, Senate Member
Christian Kopff, Senate Member

The Boulder Faculty Assembly held its regular meeting on December 1, 2011 in Wolf Law room 207. Chair Jerry Peterson presided. The meeting convened at 4:00 p.m. and adjourned at 5:15 p.m.

I. Chair's Report:

BFA Chair Jerry Peterson's report included the following:

- a. BFA Social Media – The Boulder Faculty Assembly is on Facebook and Twitter! Interested users may follow the BFA on Twitter at BFA_Boulder.
- b. Winter Reception – The BFA's annual Winter Reception is tomorrow, December 2nd, 4:30 to 6:30 p.m. in the University Club Lounge. All BFA members and BFA committee members are welcome. Several administrators have also been invited.
- c. Commencement December 16th at 9:30 – All BFA members have also been invited to attend Commencement and the Chancellor's brunch following the event, which is sponsored this year by the BFA.
- d. Benson and DiStefano – Both President Benson and Chancellor DiStefano have attended recent meetings of the BFA Executive Committee to share concerns and

ideas. Both meetings were very productive.

- e. Phi Beta Kappa Initiation – All members of Phi Beta Kappa are invited to attend this Sunday's initiation ceremony and dinner at 5:00 p.m. in UMC 235.
- f. Wallet-sized CU Facts – Both the Boulder Campus and the CU System have produced folding, wallet-sized pamphlets with information about CU, including enrollment figures and financial information. [These were distributed at the meeting. Please contact the BFA Office if you would like to receive one or both of them.]

II. Senate Meeting

Peterson reported that the Chair of the Boulder Faculty Senate is the Vice Chair of the BFA but that Bill Emery, the BFA's Vice Chair, is giving an exam at this time and has asked Peterson to Chair the annual Senate meeting. Peterson then recessed the BFA meeting and called the concurrent meeting of the Boulder Faculty Senate to order.

New Grading Protocol in ISIS for Failing Grades

Peterson welcomed Bill Kaempfer, Vice Provost and Associate Vice Chancellor for Budget and Planning.

Kaempfer called the attention of the Assembly to a handout [see addendum below] and made a report that included the following points:

- This semester (Fall 2011) the Registrar has implemented a new, three-tiered "failing grade" coding standard in ISIS, due to changes in Federal requirements.
- When an 'F' is assigned new codes will pop-up on the web grading sheet that require faculty to select one of three options before the grade can be submitted:
 - "Attended Until Term Completed" if the student earned an 'F.'
 - "Attended until ____" if the student stopped attending and failed to drop the class or withdraw. This option requires either entering the last date of attendance, or the date of the last dated academic activity, such as a quiz.
 - "Never Attended" if, per Federal regulations, the faculty member has no record of any attendance or academic activity.
- The new codes replace XF (never attended) and QF (quit attending).

In the question-and-answer period that followed Kaempfer clarified that the new protocol does not require faculty to take attendance, only to keep the usual records of students' academic activities.

Peterson thanked Kaempfer.

Campus Fiscal Update

Peterson welcomed Senior Vice Chancellor and C.F.O. Ric Porreca.

Porreca's report included the following –

- The State of Colorado will cut funding for state agencies, including Higher

Education, in Fiscal Year 2013 (which begins July 1, 2012). At this time the CU system is anticipating a reduction of about \$12 million.

- State and Federal financial aid will also likely be cut, which may include a reduction in Pell Grants. Unless the campus finds the resources to backfill those dollars, that reduction is likely to affect middle-class and lower-middle-class families. A Pell Grant reduction may not affect low-income students however, as other institutional aid would be shifted to them based on unmet need.
- The earliest the Regents might make a decision about tuition is at their meeting next February. The Boulder Campus has been encouraging the Regents to look at more multi-year tuition model, which would allow CU to plan ahead.
- Tuition increases in the next fiscal year (if any) could include a per-credit-hour rate change or a change in the “flat spot.” Currently the Boulder Campus uses a tuition schedule in which in-state students pay by the credit hour until a flat spot at 11.25 hours, past which students may register for additional credits without additional charge. The Board of Regents is encouraging the Campus to move the flat spot to 15 credits over the next several years. A “fully linear” tuition schedule, which would include no flat spot, might have a negative impact on years-to-graduation rates, because a flat spot creates a financial incentive for students to attempt additional credits.

A discussion and question-and-answer period followed, including these points and perspectives:

- One could argue that moving the flat spot higher is not a price change, even though tuition bills will increase from the full-time students’ perspective. It could be argued that the Boulder Campus can no longer afford to give away free classes to resident students because the State has withdrawn its support.
- There are other tuition models at other Universities. A full-time/part-time rate model would avoid the incentive to students to attempt fewer hours as a result of a higher ‘flat spot.’ At many private institutions all students pay the same tuition regardless of full-time or part-time status. If the Boulder Campus were to adopt that model, the full-time rate would be wherever the current ‘flat spot’ ends. UCB already uses a modified full-time-only rate for out-of-state students.
- A flat ‘part-time’ rate might hurt students who, for employment reasons, can only take one class each semester; however it was pointed out that students wishing to take a single class may do so through the ACCESS program. In addition, as the tuition price goes up, more students have a financial incentive to work more outside of class (instead of study), which can affect the quality of their experience. An increase in work-study funds and opportunities on campus would help alleviate that problem.
- The Campus is also considering a ‘guaranteed four-year tuition rate’ for resident students, similar to that for out-of-state students.
- It was suggested that communities that benefit by having a State Higher Education institution in town might be encouraged to create special taxation districts to support the institutions. In Boulder, for example, taxes that employees pay totals more than the amount the State contributes back to the Campus.

Peterson thanked Porreca.

Information Item: Faculty Hiring Process Flowchart

Peterson welcomed Jeff Cox, Associate Vice Chancellor for Faculty Affairs.

Cox called the attention of the Assembly to a handout summarizing the hiring process [available on line at <http://tinyurl.com/7slkevn>] and added these additional details:

- The hiring process is a prime example of shared governance. The process is run by the faculty but administration plays an important procedural role.
- First, a college or school performs its own process for choosing search priorities.
- The Dean reviews requests from departments and chooses which to submit to the Provost. The Provost then and accepts those which he believes can go forward.
- The Department then forms a search committee and creates a ‘Search Plan, which states how the process will ensure a diverse pool of candidates for EEO purposes. The Plan is to be filed with the Recruitment Authorization Form (RAF).
- The Department then submits a Recruitment Authorization Form, signed by the department, the Dean, sometimes the Provost, and OFA. (The Provost signs off only if he is providing funds.) Once approved, the search begins.
- Search processes are discipline-specific but the OFA can be involved to ensure adequate advertising, and the ODECE (Office of Diversity and Equity) to help build a broad recruitment pool.
- The department may then make a decision to hire, governed by department-specific bylaws. The Dean is the appointing authority. Normally, the Dean would not substitute a new candidate, but can, in some cases, substitute the second choice for the first choice, or even reject both candidates and request a new search.
- If the Dean and the department are in agreement, an offer letter is generated. It must be signed by the department, the Dean, and the OFA. Any resulting requests for higher compensation or other benefits not indicated in the RAF cannot be granted without approval from the department, the Dean, and the OFA.
- The department then sends a signed acceptance letter to the OFA, along with a copy of the Search Report which includes an explanation for why the finalist was selected and why the other candidates were not.
- If a new hire is coming into a non-tenured position, OFA reports the hire in the “Delegation Report,” signed by the Chancellor. If a ‘hire with tenure,’ the campus follows a tenure process culminating in a request for the Regents’ approval.

In the question-and-answer period that followed, Cox added additional points including:

- The only time ‘diversity’ may be considered is in the development of an applicant pool. The candidate-review process must not consider diversity, but instead focus solely on quality. ‘Special opportunity hires,’ for which the Provost provides 1/3rd of the funding, are used for a variety of purposes including recruiting top talent for whom a position is not otherwise available, for finding positions for spouses, or for other reasons beneficial to the Campus.
- A unit has to have budget resources in place in order to enter the hiring process, but those resources can be from outside the unit.

Emery thanked Cox.

III. BFA Nominations and Elections Committee, Chair Catherine Kunce

Kunce reminded the Assembly that the BFA's new standing committee, the Instructor-Track Faculty Affairs Committee, currently has no members. Kunce reported that the Nominations and Elections Committee has collected eight nominations, and projected the following information on the screen at the front of the room for the BFA to review:

- Terms for the inaugural members end June 30, 2012. Inaugural members may run for re-election in the BFA's spring 2012 election.
- Nominees are:
 - Steve Pollock, Professor, Physics
 - Adam Norris, BFA Member, Instructor, Applied Math
 - Rolf Norgaard, Sr. Instructor, Program for Writing and Rhetoric
 - Daria Kotys-Schwartz, BFA Member, Instructor, Mechanical Engineering
 - Antonia Green, BFA Member, Instructor, Spanish and Portuguese
 - Kerry Cripe, Sr. Instructor, Theatre and Dance
 - Cathy Comstock, Sr. Instructor, Farrand RAP
 - Steve Chan, Professor, Political Science and Farrand RAP

Kunce reported that the Bylaws require seven members, with at least two tenure-track faculty and two BFA members. She added that, in accordance with the Bylaws, the Executive Committee has voted to increase the number of committee members to eight. Kunce asked for nominations from the floor. Hearing none, she called for a motion to suspend rules to dispense with paper ballots and proceed with a voice vote.

Moved by Peggy Jobe and seconded by Greg Carey to suspend the BFA rules to proceed with a voice vote on the slate of eight candidates. The motion passed with none opposed.

Moved by Catherine Kunce for the BFA Nominations and Elections Committee to approve the slate of eight candidates. The motion passed with none opposed.

IV. Adjournment

After asking for items of new business and hearing none, Emery adjourned the annual meeting of the Boulder Faculty Senate and returned the floor to BFA Chair Jerry Peterson.

Peterson reconvened the BFA meeting. He then asked for items of new business and, hearing none, adjourned the monthly BFA meeting at 5:15 p.m.

Respectfully submitted by Sierra Swearingen-Todd, BFA Coordinator.

ADDENDUM

New, three-tiered protocol for assigning a grade of F (Fall, 2011)

Beginning this fall, when an “F” grade is assigned to a student, new codes will pop-up on the web grading sheet that will require faculty members select one of three options **before the grades can be submitted:**

- **“Attended Until Term Completed”**. This is to be selected if the student completed the class but failed.
- **“Attended until _____”**. This is to be selected if the student attended your class, but then stopped attending but failed to drop the course or withdraw from the University. If you select this option you will also need to:
 1. *Enter the last date of attendance (if known), or*
 2. *Enter the student’s last date of attendance as demonstrated by some academically related activity (quiz, exam, presentation, iClicker entry, etc.)*

You must enter a date for the system to accept your grade submission for the term. Missing dates will create an error and prevent submission of the grade roster.

- **“Never Attended”**. Per Federal regulations, you will indicate “Never Attended” if attendance or academic activity cannot be documented.

This change will replace the codes of XF (for never attended) and QF (for quit attending).

For step-by-step instructions on grading, including more details about this new change, and an FAQ document can be accessed at <http://registrar.colorado.edu/grading> .