

Attending:

Vice Chair Bob Schulzinger, BFA at-large reps Cathy Comstock and John Cooper, BFA Academic Affairs Committee Chair Martha Jo Sani, BFA Budget & Planning Committee Chair Uriel Nauenberg, BFA Communications Committee Chair Tom Geers, BFA Infrastructure: Libraries Committee Chair, Steven Bruns, ASC Chair Jeff Mitton, VC Academic Affairs Bill Kaempfer, Vice Chancellor for Administration Paul Tabolt, Associate Vice Chancellor for Student Affairs Ronald Stump, UCSU representative Council Chair David Daniel, Student Administrator for Academic Affairs Trey Lyons, *Silver and Gold* representative Jeff Dodge

Not attending:

BFA Chair John Daily, Secretary Barbara Bintliff, BFA Faculty Affairs Committee Chair Dan Liston, BFA Student Affairs: Intercollegiate Athletics Chair Michael Preston, BFA Diversity: Committee on Women Co-Chair Carla Farsi

A meeting of the Boulder Faculty Assembly Executive Committee was held on Monday, October 26, 1998, in Porter Biosciences Room B121. Vice Chair Robert Schulzinger presided. The meeting convened at 3:35 p.m. and adjourned at 4:05 p.m.

A. Approval of Minutes

MOVED by Jeffry Mitton and seconded by Martha Jo Sani that the minutes of October 12 and 19 be approved.

The motion carried with one opposed from John Cooper because the minutes had not been received in time to read them thoroughly. Copies of the minutes for October 12 and 19, as well as October 26 will be included in the packet for the November 2 BFA Executive Committee meeting.

The BFA Executive Committee minutes will be forwarded to the BFA, Jeff Mitton, and UCB administrators each week after approval.

B. Report from Vice Chair Schulzinger

Committee Assignments

Research Misconduct Committee

(requested by Jerry Peterson - 2-1087)

Schulzinger reported that Dick Ham declined membership on the Research Misconduct Committee. Schulzinger will contact Jerry Rudy, chair of the psychology department, to ask for a faculty member. Schulzinger will report to the executive committee when he has a response from Jerry Rudy.

VCAC and PRP

(requested by Todd Gleeson - Error! Bookmark not defined)

Copies of a memo from Todd Gleeson were distributed to the members of the executive committee. The memo included a list of potential candidates to serve on VCAA and PRP that Gleeson solicited from chairs, directors, and deans as well as names previously approved by BFA. Gleeson included current committee rosters for VCAC and PRP.

After discussion, the BFA Executive Committee approved the lists supplied by Gleeson with no deletions and the addition of mathematics professors Richard Laver and Peter Elliot.

Faculty Council Committee on Women

(requested by Abby Ferber - Error! Bookmark not defined)

Faculty Council Personnel Committee

(requested by John Rhunka - Error! Bookmark not defined)

Schulzinger suggested that faculty council committees covering the same issues as the BFA standing committees have representatives from the BFA standing committees. Schulzinger pointed out that such duties would be time consuming but is very important in terms of communication. Regarding the approval of Edward Gac to serve on the personnel committee, the executive committee did not approve his appointment but decided to discuss the appointment with Dan Liston, Chair of the BFA Faculty Affairs Committee.

After discussion, the BFA executive committee agreed that Schulzinger would contact the chairs or co-chairs of the BFA standing committees to serve on like committees for faculty council. The co-chairs of the BFA Committee on Women will be asked to serve on the Faculty Council Committee on Women, and the chair of the Faculty Affairs Committee, Dan Liston would be contacted regarding the Faculty Council Personnel Committee.

IT Council

(requested by Bobby Schnabel - Error! Bookmark not defined)

After discussion, the BFA Executive Committee approved the appointment of Greg Carey to serve on the IT Committee with the understanding that Carey would report to the BFA two times each semester regarding IT Committee business. The following action was taken:

MOVED by Uriel Nauenberg and seconded by Cathy Comstock that the appointment of Greg Carey to serve as a BFA representative to the IT Committee be approved.

The motion carried unanimously.

C. Fall Mid-Semester Break

UCSU representative Council Chair David Daniel, distributed copies of a list of AAU and selected other schools currently having fall breaks or considering implementing them soon. Daniel reported meeting with CADS (Council of Associate Deans) about sending a survey within a week that would go to randomly picked students, faculty and staff. Daniel asked if the BFA Executive Committee approves of having a fall break and if so, how to implement.

Kaempfer suggested changing class period from 50 to 55 minutes to allow for a break.

Schulzinger commented that the semester is too long and that it would be appropriate to start after Labor Day and to end the first week in December, that the CCHE mandate could be revisited. Schulzinger stated that he would prefer a more compact semester to a longer semester with a break.

Mitton commented that it was decided that the fall semester would be one week later and the time was given up out of the break between semesters. Mitton further commented that the semester has been creeping in to summer as well. Mitton stated that he is not inclined to encroach further in to the summer or further into the break between semesters. Kaempfer asked if hours have increased, Schulzinger responded yes, due to the oil crisis CCHE mandated the break between semesters be extended but when the oil crisis was over, the break was shortened but the semesters were not. Cooper agreed with Schulzinger that the semester begins too early in the fall and asked to what extent the CCHE mandate can be revisited.

Kaempfer suggested the Daniel do a spreadsheet that would include information on schools currently having a fall break such as:

- When the semester starts and ends
- How many class minutes for instruction
- What kinds of class periods
- Semester calendars

Kaempfer suggested that Daniel go through the Academic Calendar Committee and through Academic Planning.

Schulzinger suggested taking the break days from reading days. Trey Lyons responded that he knows many students who do not need so many days to study for final exams. Schulzinger further commented on the complaints from parents that graduation day is too close to the holidays.

Daniel responded that the majority wants more than a three-day weekend, that they do not want to get rid of reading days, and that the break needs to come during October for maximum benefit.

D. ASP Update

John Cooper reported on meeting with VC Tabolt and Judd Hurd regarding the ASP training and distributed copies of the ASP training document. Cooper expressed his concern regarding the "just in time" belief in implementation and training. Cooper believes that training should start as soon as possible. Cooper suggested faculty contact Kaye Orten with comments - **Error! Bookmark not defined.** regarding ASP training.

Vice Chancellor Tabolt discussed the announcement regarding the consolidated service centers and the lack of empathy or understanding. Tabolt commented on the follow up release to that announcement. Tabolt reported that the ASP leaders are currently discussing hiring a director of the consolidated service centers. Tabolt reported that individual would need to work with the community as well as service center employees to determine transition from one process to another and maintain a level of service that is necessary to do the jobs.

Tabolt discussed the possibility of difficult implementation problems such as the last components is the electronic work flow component and that you do not get to that point until all software and processes have been implemented. Tabolt stated that the Buying and Contracting employees asked if that means that all purchase orders will come down to Boulder from Fitzsimons. Tabolt stated this is an issue that needs to be resolved. Tabolt further discussed the benefits issue and the possibility of meeting one-on-one with a benefits counselor.

Geers asked if it is known how much face to face communication is needed between service providers among themselves, and why have a centralized facility at Fitzsimons if you can have satellite facilities at

different locations? Geers further asked why force many people to drive to Fitzsimons or move to Aurora. Cooper stated that the memo regarding Fitzsimons should never have gone out in the first place, that it lowered the credibility of ASP and commended Tabolt on the "damage control" follow up memo. Cooper further expressed the importance that the ASP project leaders being sure that they do not continue to be in the position of having to keep doing damage control.

Cooper further commented on SPOs and INs as low volume items but likely to cause frustration. Tabolt responded that SPOs and INs are not low volume items, that they make up \$68M and 110,000 transactions and that there has to be a solution and that if there is no solution, it would be a "show stopper." Tabolt further stated that as an organization the ASP leaders owe it to the institution to have some way to buy SPOs through the software.

Kaempfer commented on the agreement to go ahead with ASP with faculty representatives, staff representatives, administrative representatives by asking if they should delay the project and that there was unanimous consensus to proceed.

Cooper asked if there would be a change to the "just in time" strategy. Tabolt stated that ASP currently expects a 16% of user population exposure to the prototypes for financial system and human resources. Tabolt responded to ASP that they need to go way beyond that and that Kaye Orten has agreed to do that but did not know to what extent at this point.

E. CU Growth

Nauenberg distributed copies of the numbers agreed upon by faculty and administration regarding headcount and financial growth of system administration during fiscal years 1986 through 1998. Nauenberg further stated that the budget figures of system operations would be provided soon.

The discussion moved to the issue of having a direct conversation with system administration about where this university should be rated relative to its peers and how to accomplish that. Nauenberg reported his discussion with Vice President Fischer and Fischer's feeling that this should be discussed by following proper procedures, that campus faculty must first meet with its administration and then with system administration. Nauenberg suggested having UCB administration call the meeting with system administration and BFA.

Mitton commented that faculty would be able to express more clearly faculty views rather than a campus administrator. Cooper supports the comments made by Mitton and stated that it is important to have the conversation so that system administration can hear what UCB faculty has to say.

Schulzinger asked Nauenberg to inform Daily of today's discussion regarding this issue. Cooper also asked that system views on TLE and IRMS be included in the meeting.

Geers commented on the documents provided by John Rhunka regarding faculty salaries and UCB standing. Nauenberg reported that the documents had been sent to system administration.

F. Employee Benefits

A draft of the University of Colorado Faculty and Staff Governance Models for Employee Benefits provided by the Human Resource Policy Group, dated October 13, 1998 was distributed. Schulzinger asked the BFA Executive Committee to review the draft for discussion.

G. Next Meeting

The next regular meeting of the Boulder Faculty Assembly Executive Committee will be Monday, November 2, in Room B121 in Porter Biosciences from 3:30 to 5:00 p.m.