MINUTES
Executive Committee Meeting,
Boulder Faculty Assembly
September 10, 2012

Attending
Jerry Peterson, BFA Chair
Paul Chinowsky, BFA Vice Chair
Carmen Grace, BFA Secretary
Greg Carey, BFA Executive Committee Member at Large
Peggy Jobe, BFA Executive Committee Member at Large
Karen Ramirez, BFA Administrative Services & Technology Committee Chair
Adam Norris, BFA Instructor-Track Faculty Affairs Committee Co-Chair
Rolf Norgaard, BFA Instructor-Track Faculty Affairs Committee Co-Chair
Robert Parson, BFA Libraries Committee Chair
Mike Klymkowsky, BFA Student Affairs Committee Chair Pro-Tem
Joe Rosse, Former BFA Chair
Bill Kaempfer, Vice Provost, Associate Vice Chancellor for Budget and Planning
Steven Koenig, UGGS President
Sierra Swearingen-Todd, BFA Coordinator

Not Attending
Jerry Rudy, BFA Budget and Planning Committee Chair
Elizabeth Bradley, BFA Intercollegiate Athletics Committee Chair
David Kassoy, Retired Faculty Association Representative
Robert Ferry, Arts and Sciences Council Chair
Logan Schlutz, CUSG Vice President for Internal Affairs

Guests
Frances Draper, Vice Chancellor for Strategic Relations
John Frazee, Director, Office of Faculty Relations

The BFA Executive Committee held its regular meeting on Monday, September 10, 2012 in Norlin Library Room N410. Chair Jerry Peterson presided. The meeting convened at 4:00 and adjourned at 5:33 p.m.

I. Chair’s Report

a. Social Events Fund – The BFA has a small amount of unrestricted funds specifically for wine at the BFA’s Excellence Awards ceremony, and the annual winter recognition event. Please contact the BFA Office for more information.

b. Dean of Music – The Administrator Appraisal Committee will not need to review the Dean of Music this year, as Dan Sher is retiring next year.

c. BFA Executive Committee Members to attend Chair’s Breakfasts – Reminder that the BFA may send one extra member of its Executive Committee, in addition to its Chair, to each of the Chair’s breakfasts this year. Elizabeth Bradley will attend this Friday.

d. Committee on the Use of University Facilities (CUUF) – The BFA Chair will continue to attend meetings of this committee, to represent the faculty’s voice.

e. Colorado Faculty Advisory Committee (CFAC) – Composed of faculty leaders from around the state, CFAC will meet this semester in Colorado Springs on September 21st. The BFA Chair will attend.
f. **Regents Meeting** - The Regents will meet on the Boulder Campus this week. Faculty Council Chair Melinda Piket-May will make a report to the Regents on Wednesday at 9:15 in the UMC room 235. There will also be a public comment period.


g. **Annual Kickoff Luncheon** – The BFA invested $330 for ten tickets to the event this year, for Executive Committee members to network with Athletics Department representatives, members of the Chamber of Commerce, and donors.

- Discussion followed. The Executive Committee agreed that, while there were some benefits to attending, the BFA will not participate in the future because the opportunities for networking were limited, in part because of noise.

h. **Leadership Summit** – Peterson attended this event last Friday, hosted by Sandy Bracken, the Boulder Campus Quigg Newton Chair for Leadership. Bracken is taking steps to try to unite the Campus’ many leadership development opportunities.

i. **UBAB** – President Benson has accepted the BFA’s nomination of Angela Bryan (UCB Psychology) as faculty advisor to the University Benefits Advisory Board.

II. **Special Report: Professional Rights and Duties of Faculty Members and Roles and Professional Duties of Department Chairs (“PRD”)**

John Frazee, director of the Office of Faculty Relations, summarized the history of the PRD, and reported that the option before the Campus now is to ask the Provost to approve the document as an Academic Affairs policy, rather than continuing to seek the Chancellor’s approval. [The draft is available online at http://tinyurl.com/9qi55af.]

Peterson suggested the BFA take some official action to refresh the BFA’s earlier approval of the document, before asking the Provost for his approval.

Discussion followed. It was reported that earlier objections to the PRD were that it does not conform with CU’s attempt to limit each of its policies to a single page. It was suggested that the Executive Committee review a proposed one-page policy it had developed last year, with the participation of the Provost’s office, to conform to the one-page rule but also incorporate the entire PRD, by reference. [See addendum A, below.]

*Ramirez moved that the Executive Committee review the need for the PRD, and reaffirm the document as approved by the BFA on March 4, 2010. [Available on line at http://www.colorado.edu/FacultyGovernance/committees/MOTRES/BFA-X--M-113009.2.pdf]*

The motion was approved with nine in favor and none opposed.

III. **Discussion: Leadership Development**

There was discussion of CU’s Excellence in Leadership Program, run by the CU System. It was suggested that BFA Chair should make one of the nominations for the program each year. [www.cu.edu/eld/leadership/elp.] There was also discussion of LEAP, a faculty leadership development program on the Boulder Campus.

IV. **Special Discussion: Charges to the Committees, BFA Faculty Focus Study**
BFA Vice Chair Paul Chinowsky reminded the Committee of the proposal he presented at the last Executive Committee meeting, outlining a broad proposal to the Committees [See Addendum B, below.]

Discussion followed, including these perspectives, proposals, and suggestions:

- There was discussion as to whether the proposal would require changes to the Bylaws.
- Each committee could identify one issue of importance to its area of concern each year, and lead a campus discussion about it. Committees could develop their own agendas and then report them to the BFA, and perhaps to the entire campus.
- Alternatively, the Executive Committee could select one item each year from the range of issues presented in the proposal, and request each Committee investigate and report on it from that Committee’s unique perspective. These reports would be developed in addition to the usual activities for which each committee is already responsible.
- An entire general meeting of the BFA could be reserved to discuss the project and the reports, with the Provost in attendance to listen to the discussion.
- It was proposed that the final reports be presented at a joint meeting of the BFA and all of its committee members.
- The final product could also be presented to the Deans.

The Executive Committee agreed that each of the Committees should be asked to draft a PowerPoint slide for an Executive Committee discussion by the end of fall semester, on the topic of How Faculty Roles are Changing in the New University.

V. Committee Reports and Updates

BFA Nominations and Elections Committee

Committee Chair Carmen Grace reported that two additional faculty members have been nominated to BFA Committees:

- Matthew Pranter (Geology), for the BFA Intercollegiate Athletics Committee, and
- Wendy Young (Chemical Engineering), for the Student Affairs Committee.

*Moved by Carmen Grace on behalf of the Nominations and Elections Committee that the nominees be appointed.*

*The motion passed without dissent.*

Grace reported that Faculty Council’s Committees continue to need representatives from the Boulder Campus. She added that these Committees meet in downtown Denver, and requested that Executive Committee members forward the names of faculty that live in Denver, not necessarily for the purpose of nominating them to these committees, but for the purpose of developing a network of Boulder Campus faculty who live in Denver.

There are vacancies on several committees, including:
• Budget (Meets 11:00 - 1:00 on the 3rd Thursday of each month)
• Communication (10:00 – 12:00 on the 3rd Friday)
• Personnel (1:00 – 3:00 on the 2nd Friday)
• Women’s Committee (8:30 – 10:30 on the 1st Friday)
• Salary and Gender Equity (11:00 – 1:00 on the 1st Friday)
• Educational Policy & University Standards (EPUS) (10:00 – 12:00 on the 2nd Friday)
• Learning, Educational Technology, Teaching and Scholarship (LETTS) – TBD.

Student Affairs Committee

Committee Chair Mike Klymkowsky reported that the Student Affairs Committee has met, and reported that:
• The major discussion at the meeting was of a proposal that CU Boulder’s students should receive a coherent, realistic, and effective education.
• The Committee agreed that the proposal would require outside, objective feedback and audits, which would require an investment of resources.
• Some units already participate in national accreditation activities that perform that kind of review (like ABET, the Accreditation Board for Engineering and Technology), and might then be allowed to opt-out of a campus-level review process. Departments that don’t do so should be required to participate.

He added that the Committee is not clear on whether student education is part of the charge of the committee.

Discussion followed.

VI. Special Report: Common Messaging

Frances Draper, Vice Chancellor for Strategic Relations, gave a short preliminary report:
• The Office of Strategic Relations has pulled together the units that do the most prolific communication to off-campus constituencies (including Athletics, Admissions, Continuing Education and Outreach, Alumni, University Communications, and the CU Foundation), to discuss and make recommendations for a common tag-line and look-and-feel for the Boulder Campus. Examples of taglines include: “Minds that Match Our Mountains” and “Shoulder to Shoulder.”
• This effort is separate from CU’s effort a few years ago to create a common logo for all four campuses. It is instead to find images and language that can best represent the Boulder Campus as a whole.
• Strategic Relations is now seeking faculty feedback about the process, and would like the BFA’s assistance in approaching the faculty with that request.

Peterson asked the BFA Executive Committee if it would like to co-sponsor a few faculty events this month, for the purpose of giving faculty the opportunity to give full, open, honest faculty input not just into the proposals, but into the ideas.

Discussion followed, including these points and perspectives:
• Brainstorming sessions might be useful as the process develops.
• A common theme or look-and-feel may not be appropriate for such a diverse campus.
• Draper reported that we weaken the university when we issue disparate messages.
• Similar initiatives seem to recur on the Boulder Campus every five to ten years without enough opportunity to get all the units involved, which results in dissipation of these efforts as the Campus and its units change and grow.
• Draper reported that to her knowledge, this is the first time the Campus has consulted its units on this topic, rather than simply asking them to accept a decision that was made for them. She added that the Campus is especially interested in developing a brand that focuses on its high academic merit.
• Ramirez encouraged participation in this effort because faculty are being asked to collaborate at the beginning of the process, and it will make a positive difference in how the Campus is perceived. Ramirez thanked Draper for inviting participation.

The Committee agreed that the BFA should co-sponsor the events for faculty this month.

Peterson thanked Draper.

VII. Adjournment. The Executive Committee adjourned the meeting at 5:33.

Respectfully submitted by Sierra Swearingen-Todd, BFA Coordinator.
ADDENDUM A: Proposed one-page policy to incorporate the PRD into Campus policy.

Policy on Professional Rights and Duties of Faculty Members and Roles and Professional Responsibilities of Department Chairs

Introduction

The University seeks to create and sustain an environment conducive to achieving and maintaining excellence in fulfillment of its teaching, research, and service mission. In support of this mission, faculty members enjoy certain rights and privileges, chief among these being academic freedom, the freedom within one’s fields of competence to pursue and teach the truth as one sees it and in accordance with the applicable standards of scholarly inquiry. Faculty members are also citizens of the University, with an obligation to carry out their high calling according to the highest standards of professionalism.

Specifying the Professional Rights and Duties of Faculty Members

In collaboration with the Boulder Faculty Assembly, the Provost shall create a document specifying both the rights and privileges and the professional responsibilities of faculty members. The document shall also specify the roles and professional responsibilities of department chairs. In addition, the document shall specify procedures for responding to alleged violations of professional expectations and responsibilities as well as a range of sanctions to be applied if a faculty member is found to have engaged in conduct proscribed by the document.

This document shall be reviewed by the Boulder Faculty Assembly and the Council of Deans and approved by the Provost.

Amendment of Document

Amendments to the document may be initiated by the Boulder Faculty Assembly, the Provost, or the Associate Vice Chancellor for Faculty Affairs. Non-substantive amendments, such as updated references to campus and System policies, may be made with the approval of the Provost. Substantive amendments to the document shall require review by the Council of Deans and approval by both the Boulder Faculty Assembly and the Provost.

Date:
Approved by:
Author(s):

Distribution: Provost
ADDENDUM B: BFA Faculty Focus Study

BFA Committee Charges

BFA Vice Chair Paul Chinowsky gave a presentation outlining a broad proposal to the Committees. An outline of the proposal is as follows:

- A Proposed Charge to Committees (A Faculty Perspective on the University)
  - Committee Charge
    - Committees are the engine – we need to give them a boost
    - Committees address emerging issues
    - Committees have capacity
    - So, let’s coordinate some effort to maximize impact
  - The Changing Campus: A Faculty Perspective on the Changing and Emerging Campus (A BFA-Sponsored Report)
    - Education
      - Value added
        - What is the value added by a university environment; that is, face-to-face teaching & engagement?
      - Assessment
        - How do we assess effective teaching in a new environment? What is the impact of new teaching models on the faculty and university?
    - Faculty
      - Roles
        - How are faculty roles changing in the new university?
      - Evaluation
        - What are the appropriate ways to evaluate faculty?
    - Administration
      - Roles
        - What is the administration’s role from a faculty perspective?
      - Evaluation
        - What is the appropriate manner to evaluate administration from the faculty perspective?
  - Collaboration
    - Education – Student Affairs Committee
      - Faculty Affairs
      - Libraries
      - Budget
      - Technology
    - Faculty – Faculty Affairs and Academic Affairs Committees
      - Student Affairs
      - Budget
      - Diversity
      - Technology
    - Administration – Executive Committee
      - Faculty and Academic Affairs
      - Budget
      - Administrative Review
• Student Affairs
  o Strawman Schedule
    ▪ Staffing - September 30
    ▪ Issue Identification - October 31
    ▪ Research Summary 1 – December 15
    ▪ Research Summary 2 – January 31
    ▪ General BFA Discussion – February
    ▪ Draft Report – March 1
    ▪ BFA Review and Edits – March and April
    ▪ Final Report – May 1
  o Issues Meeting
    ▪ Facilitate Administration assistance and communication
    ▪ Report Task Forces with issues have monthly meeting with appropriate administrators
    ▪ Coordinate issues and responses