MINUTES
Executive Committee Meeting,
Boulder Faculty Assembly
Oct 17, 2011

Attending
Jerry Peterson, BFA Chair
Catherine Kunce, BFA Secretary
Greg Carey, BFA Executive Committee Member at Large
Carmen Grace, BFA Academic Affairs Committee Chair
Karen Ramirez, BFA Administrative Services & Technology Committee Chair
Martin Walter, BFA Faculty Affairs Committee Representative
Elizabeth Bradley, BFA Intercollegiate Athletics Committee Chair
Martha Hanna, BFA Libraries Committee Chair
Mike Klymkowsky, BFA Student Affairs Committee Chair Pro-Tem
Joe Rosse, Former BFA Chair
Frank Beer, Retired Faculty Association Representative
Carly Robinson, CUSG Vice President for Internal Affairs
Deborah Coffin, Vice Chancellor for Student Affairs

Not Attending
Bill Emery, BFA Vice Chair
Horst Mewes, Arts and Sciences Council Chair
Peggy Jobe, BFA Executive Committee Member at Large
David Kassoy, Retired Faculty Association Representative
Steven Koenig, President, United Government of Graduate Students
Melinda Piket-May, BFA Diversity Committee Chair
Jerry Rudy, BFA Budget and Planning Committee Chair

The BFA Executive Committee held its regular meeting on Monday, October 17, 2011 in ATLAS Room 229. Chair Jerry Peterson presided. The meeting convened at 4:00 and adjourned at 5:30 p.m.

I. Chair’s Report

A. PAC-12 Faculty Governance Leadership. Over the weekend the BFA hosted a meeting of Faculty Governance leaders in the Pacific-12 conference. Eleven of the twelve schools were represented. The meeting resulted in a new organization, the Coalition of PAC-12 Faculties. Washington State University has offered to host the next meeting next April, in Seattle. New initiatives include an inter-library agreement, suggested by Peggy Jobe.

B. 4/20 Committee. Vice Chancellor for Administration Jeff Lipton has requested a BFA representative on the committee. Mike Klymkowsky agreed to serve.

C. Upcoming Events.
   i. The annual Boulder Faculty Senate Meeting is December 1st.
   ii. The BFA Winter Reception is 4:30 to 6:30 pm, December 2nd.
   iii. Commencement is December 16th at 9:30 am. The BFA has agreed to split the cost of the Chancellor’s brunch following the event.

1. Kaempfer reported that procedures for faculty will be somewhat different this year. [Faculty should enter at the new, street-level door on the north side of the Events Center. View the invitation to faculty at
Coffee will be served before the event.

iv. Peterson will attend this week’s Retired Faculty Association meeting, and will encourage members to get involved as resource members on BFA committees.

D. Audio Recordings of BFA Meetings.
   i. There was discussion on the topic of who may listen to audio recordings of BFA meetings. It was agreed that as a matter of policy:
      any BFA member may listen to any or all of the audio recording of a BFA meeting in the presence of the BFA Coordinator (or designee), as long as the recording has not yet been erased.
   ii. **MOVED** by Mike Klymkowsky and seconded by Catherine Kunce that audio recordings of BFA meetings be erased as soon as the minutes of that meeting are approved. Discussion followed. Some members spoke against erasing the recordings, noting their value as an important historical archive. Others asserted the recordings should be kept if a request to hear a certain recording could reasonably be anticipated, and Klymkowsky agreed to that limitation. The motion **PASSED** with six in favor and three opposed.

E. Severance Pay in Dismissal. CU’s Downtown Campus Faculty Assembly (Denver) has created alternate wording for Faculty Council’s proposed revision of the Regents’ policy on severance pay in dismissal. The BFA will consider it at its November 3rd meeting. [Click http://tinyurl.com/3atm9rb to view the alternate wording.]

In discussion later in the meeting, Beer reported that a long-time participant and supporter of faculty governance, Martha Jo Sani, has passed away. [Memorial service is Saturday, October 29, 11 am to 2 pm, Chautauqua Park Community House. RSVP at http://tinyurl.com/4yzn342.]

II. CU Student Government Update

Robinson reported on issues CUSG has taken up this year that might be of interest to faculty:

- Changing the perception of CU to focus more on CU’s excellence in academics, for example working with athletics and others to reduce the sale of “Black Out” t-shirts, which ostensibly promote football, but which are seen by many as promoting alcoholism.
- CUSG is very interested in working with administration to prevent the annual 4/20 event, or at least minimize its disruption and reduce the misconception that it is a CU event.
- Several students have raised the issue of ‘academic accountability.’ Reports include grades not being returned to students on time, professors that do not follow their syllabi, and unclear grading criteria.

Discussion followed. Robinson reported that CUSG is planning to meet with AVC for Undergraduate Education Michael Grant in the near future, about academic accountability. Grace encouraged use of Desire2Learn, which allows students to easily look up their “grade to date.”

III. New Member of the Executive Committee

Peterson welcomed the BFA’s new Executive Committee Member at Large: Greg Carey, elected at the BFA meeting on Thursday, October 6th.
IV. Committee Items

BFA Student Affairs Committee

Peterson introduced Deborah Coffin, Interim Vice Chancellor for Student Affairs. Coffin reported that her office is interested in working collaboratively with the faculty on issues touching on Student Affairs, including climate issues and the Honor Code.

Klymkowsky reported that, in the absence of a chair, the BFA Executive Committee asked him to attend today’s meeting as the Chair pro-tem.

Civility in the Classroom

There was discussion of civility issues, generally. For template syllabus, Bradley reported that Mechanical Engineering’s standard syllabus language would provide a good template. Kunce reported that the PWR promotes practices that reduce the probability of incivility.

Honor Code

Coffin reported that her office is interested in working with faculty on Honor Code issues, to help faculty meet their objectives while also honoring that there is some value in students holding students accountable.

Discussion followed, including these perspectives:
- A review of the military academies’ Honor Code could be helpful for UCB.
- The Code may not be managed consistently. Faculty supervision may be necessary.
- Several years ago the BFA withdrew its official approval of the Code, but not its support. There were several expressions of strong support for the Code generally, with the additional hope that faculty concerns with its specific wording will be addressed.

Peterson reported that Honor Council Chair Corey Bruner has again requested the BFA’s approval. Coffin reported she will meet with Bruner in the near future, and will contact the BFA Office for documentation of the Code’s history with regard to faculty governance approval.

BFA Compensation and Benefits Committee

Kaempfer gave an overview of the status of UCB’s endowment-funded dependent scholarships:
- The scholarships are $1000 each, and able to be used at any university.
- Recipients are selected by the Financial Aid office in an annual lottery.
- There are two separate funds: one for faculty dependents and one for staff dependents.
- The Campus has contributed a total of $245,000 into each of the two funds, since their inception in Fiscal Year 2003.
- Each fund currently grants four scholarships per year. This year the ending balance in each was almost $30,000. The annual additions to each of the endowments each year are now around $10,000. The scholarships could therefore increase in number or amount.
- Currently there is more than $600,000 in the UCB-funded endowment accounts. In
addition to these, there are two separate endowment funds for the same purpose but funded by donations from faculty and staff. Those have never had enough participation to support granting scholarships, currently holding less than $10,000.

Peterson proposed that the BFA make an effort to increase awareness of the scholarships. Kaempfer reported the BFA could go to the Financial Aid Office to get more information, such as how many applications for the scholarship are received annually.

Peterson requested names of possible nominees for the BFA Faculty Compensation and Benefits Committee, to be forwarded to him at Jerry.Peterson@colorado.edu.

**BFA Administrative Services and Technology Committee (AST)**

Ramirez reported that the Committee has been contacted with two suggestions for the Committee’s attention this year, but they do not seem to fit within the Committee’s charge:

- the Office of Contracts and Grants (OCG), and
- Faculty Course Questionnaires (FCQs).

The Executive Committee recommended referring questions about OCG to the Academic Affairs Committee. As the Office of Planning, Budget, and Analysis is responsible for administering FCQs, the Executive Committee recommended the AST Committee take up those issues, at least for technical concerns.

Ramirez also reported that the committee has observed that technology impacts every aspect of faculty work, and therefore suggested the BFA consider creating a separate BFA subcommittee solely to address campus technology.

Discussion followed. The Executive Committee agreed to create an *ad-hoc* committee to review campus information technology from the viewpoint of the needs of the faculty, and to make a recommendation as to a BFA Standing Committee on I.T. to provide parallel faculty governance structure to Associate Vice Chancellor and CIO Larry Levine’s very good model for IT governance, which nevertheless does not develop its agenda from the perspective of the faculty.

**V. Discussion Item: BFA Internal Communication**

Kunce reported that after research into the alternatives, she recommends an un-moderated ListServ-style email discussion list. She stressed that the list should be used only for BFA business and that if a member abuses the list the BFA can deal with that issue if it arises. [The list is ready to use. To send a message to the list send email to bfa_faculty@lists.colorado.edu. The list includes only BFA members, committee chairs, the Arts and Sciences Council Chair, and the BFA’s representative from Environmental Design.]

**VI. Adjournment.** There being no further business, the meeting was adjourned at 5:30.

Respectfully submitted by Sierra Swearingen-Todd, BFA Coordinator.