MINUTES
Executive Committee Meeting,
Boulder Faculty Assembly
Oct 31, 2011

Attending
Jerry Peterson, BFA Chair
Catherine Kunce, BFA Secretary
Greg Carey, BFA Executive Committee Member at Large
Peggy Jobe, BFA Executive Committee Member at Large
Carmen Grace, BFA Academic Affairs Committee Chair
Karen Ramirez, BFA Administrative Services & Technology Committee Chair
Melinda Piket-May, BFA Diversity Committee Chair
Paul Chinowsky, BFA Faculty Affairs Committee Representative
Martha Hanna, BFA Libraries Committee Chair
Joe Rosse, Former BFA Chair
David Kassoy, Retired Faculty Association Representative
Horst Mewes, Arts and Sciences Council Chair
Bill Kaempfer, Vice Provost, Associate Vice Chancellor for Budget and Planning
Sierra Swearingen-Todd, BFA Coordinator

Not Attending
Jerry Rudy, BFA Budget and Planning Committee Chair
Elizabeth Bradley, BFA Intercollegiate Athletics Committee Chair
Mike Klymkowsky, BFA Student Affairs Committee Chair Pro-Tem
Bill Emery, BFA Vice Chair
Carly Robinson, CUSG Vice President for Internal Affairs
Steven Koenig, President, United Government of Graduate Students

The BFA Executive Committee held its regular meeting on Monday, October 31, 2011 in ATLAS Room 229. Chair Jerry Peterson presided. The meeting convened at 4:00 and adjourned at 5:20 p.m.

I. Chair’s Report, BFA Chair Jerry Peterson

A. BFA Chair’s Office Hours. The BFA Chair is available for drop-in meetings anytime between 1:00 and 3:30 p.m. on Executive Committee meeting days. The location is 914 Broadway (also known as the University Administrative Center), room 1B10.

B. Faculty Commencement Marshals. The Commencement Committee is seeking faculty Marshals for the December 16th ceremony. The Chancellor will provide Regalia free of charge. Marshals are invited to a lunch on December 14th, and also to have brunch with the Chancellor following the ceremony on the 16th along with all other faculty that attend Commencement. Interested faculty may contact Uriel Nauenberg, faculty representative on the committee, at Uriel.Nauenberg@colorado.edu.

II. Discussion Items

Regents’ Policy on Severance Pay in Dismissal.

Peterson reported that Faculty Council will soon give the Regents its revisions to the Regents’ policy on dismissal and severance pay. Peterson requested discussion on which of the two
proposed revisions (from the Downtown Denver Campus Faculty Assembly, and the Faculty Council EPUS and Personnel Committees, both of which were previously distributed) should be presented to the Boulder Faculty Assembly for a vote at its meeting this Thursday.

Discussion followed. The Committee agreed to forward the EPUS and Personnel proposal to the BFA for vote at the next meeting of the full Assembly, November 3rd.

**Arts and Sciences Instructor Appointment Guidelines**

Kunce reported that Arts and Sciences has issued to its Chairs and Directors a memo titled “Instructor Appointment Guidelines” (dated October 18) that is a significant change from existing policy, announcing a new compensation and workload structure for new hires in the ‘instructor class.’ [Available on line via the Arts and Sciences website at http://www.colorado.edu/ArtsSciences/facultystaff/administration/instructorinformation.html. Search for “Instructor Appointment Guidelines.”]

Discussion followed, including these perspectives and questions:
- Some disciplines do more service than others and rely on instructors to do much of it.
- “Service” is not well enough defined in the document.
- The pay levels in the guidelines are not high enough to attract new instructors.
- The guidelines do not explicitly include Sr. Instructors.
- Questions include:
  - Were the guidelines discussed among Arts and Sciences faculty?
  - What problems are the new guidelines meant to solve?
  - What is the purpose of effectively paying some instructors more for their service than others, based solely on the number of classes they teach?
  - The existing ‘overload rate’ is $4,300, meaning that the new pay structure represents a pay cut for those already teaching in overload.
  - How are the new guidelines meant to be interpreted in light of differences in credit hours between classes; differences between disciplines in the number of hours spent on instruction per student; and differences between departments in whether instructors are expected to perform university service?
  - The guidelines seem to create a disincentive for instructors to perform service. Will tenure-track faculty be expected to do more service to make up the difference?
  - Can departments arrange appointment terms that differ from the guidelines?
  - Will the guidelines require departments to reset the salaries of their long-time instructors to the “starting salary” when offer letters are renewed?
  - Is this guideline meant to apply to Summer teaching?
  - Does the guideline interfere with instructors’ rights under the 1/6th rule?
- The Committee generally expressed concern for the status of shared governance.

**Possible Topics for Special Reports at BFA and Executive Committee meetings.**

Suggested topics included:
- The formation of the ICJMT (the Information, Communication, Journalism, Media, and Technology unit), which is to replace the School of Journalism. Kaempfer commented
that the process is already controlled by faculty, to some extent differently from faculty governance. It was suggested that the BFA ask for a report on its progress.

- **Financial Aid** - How does the campus support students financially? What is the process by which funds come into the institution and get distributed?
- **Career Services** - How are our students doing after college?
- **Campus plans** for an enhanced summer session and professional masters’ degrees, to maximize resources. What are the impacts on faculty?
- **Social media guidelines.**
  - In discussion, it was recommended that the BFA review the Herbst program’s statement of civil conduct guidelines. Peterson asked the Student Affairs Committee to look into ways to promote the expectation that cell phones are not to be used during class. Jobe recommended the committee look at the Colorado Spring Campus’ classroom cell phone use policy.¹

- Has there been sufficient Faculty input to campus decisions implementing large IT projects such as the migrations to Microsoft Exchange, and to ISIS?
- **Office of Contracts and Grants effectiveness.**

### III. Committee Items

#### Retired Faculty Association

In response to the BFA’s invitation to retired faculty to participate on BFA Committees, Kassoy proposed that the committees identify opportunities needing specific expertise, and e-mail Kassoy with their requests, for forwarding to the RFA Executive Committee.

#### BFA Libraries Committee

Committee Chair Martha Hanna reported that in the coming weeks she will attend an international conference on open access. She commented that open-access is a very important issue for the viability of CU’s libraries, and gave a brief summary of what “Open Access” means:

- “Open Access” refers to journals agreeing to make publications available without cost, online, some fully, and some on a limited basis.
- A growing trend, there are several hundred academic publications that do this.
- Some grants now include a stipulation that the results of research must be published in an open-access journal (such as NIH grants for research that, for ethical reasons, should not be hidden behind a subscription barrier), often after an embargo of one year.
- A typical example of limited open access involves a University providing open access to all of its faculty members’ publications, but only via a restricted access website, and only to readers in that University’s community, and sometimes for an up-front fee.
- The reason Open Access is so important to the Boulder Campus at this time is that if nothing can be done to reduce the cost of journals, the Libraries acquisition budget will soon be fully absorbed by journals, and in a few years the cost of journals alone will be more than the Libraries’ entire acquisitions budget.

¹ On line at http://www.uccs.edu/~vcaf/policies/800-002SocialMediaNL.pdf.
Discussion followed.

**BFA Academic Affairs Committee**

Committee Chair Carmen Grace reported that the Committee has been talking with V.C. for Student Affairs Deb Coffin about administrative grade changes and the Honor Code.

Discussion followed.

**BFA Administrative Service and Technology Committee**

Committee Chair Karen Ramirez reported the following:

- The Committee has decided to take up the issue of campus safety this year, including traffic safety, after-hours safety, and access issues.
- The Committee has asked administrative services and technology units for short descriptions of what they see as main initiatives and processes for which they need faculty input, or about which they want to inform the faculty. The Committee will meet November 11th to discuss the collected responses.
- Vice Chancellor for Administration Jeff Lipton has asked for a BFA representative on a new ‘parking rate review committee,’ to be overseen by Steve McNally, the Associate Vice Chancellor for Budget and Finance.

**BFA Diversity Committee**

Committee Chair Melinda Piket-May reported that the annual Diversity Summit is next week, November 8th through 10th, and the BFA Diversity Committee will host roundtable sessions again this year, 12:30 to 1:45 on Tuesday in UMC room 235. She added that all faculty are invited to attend and contribute their ideas, and that the keynote speaker is Alma Clayton-Pederson, co-author of *Making a Real Difference with Diversity: A Guide for Institutional Change*.

**IV. New Business**

Piket-May reminded the Committee that the CU system-wide Women Succeeding Symposium will be held on the Boulder Campus in February this year, and requested the BFA provide some of the funding for the event. The Committee agreed the BFA will provide $2,000 in support.

**V. Adjournment.** There being no further business, the meeting was adjourned at 5:20.

Respectfully submitted by Sierra Swearingen-Todd, BFA Coordinator.