MINUTES
Executive Committee Meeting,
Boulder Faculty Assembly
July 2, 2012

Attending
Jerry Peterson, BFA Chair
Carmen Grace, BFA Secretary
Peggy Jobe, BFA Executive Committee Member at Large
Karen Ramirez, BFA Administrative Services & Technology Committee Chair
Jerry Rudy, BFA Budget and Planning Committee Chair
Adam Norris, BFA Instructor-Track Faculty Affairs Committee Co-Chair
Elizabeth Bradley, BFA Intercollegiate Athletics Committee Chair
Robert Parson, BFA Libraries Committee Chair
Mike Klymkowsky, BFA Student Affairs Committee Chair Pro-Tem
David Kassey, Retired Faculty Association Representative
Joe Rosse, Former BFA Chair
Robert Ferry, Arts and Sciences Council Chair
Bill Kaempfer, Vice Provost, Associate Vice Chancellor for Budget and Planning
Sierra Swearingen-Todd, BFA Coordinator

Not Attending
Paul Chinowsky, BFA Vice Chair
Greg Carey, BFA Executive Committee Member at Large

Guests
Jamal Ward, Director, Office of Student Conduct
Greg Roers, Staff Council co-Chair
Dominique de Vangel, BFA Staff Council Liaison
Frances Draper, Vice Chancellor for Strategic Relations
Erin Frazier, Assistant Director, Campus Communications and Engagement
Malinda Miller-Huey, Assistant Director, Media Relations and News Services

The BFA Executive Committee held its regular meeting on Monday, July 2, 2012 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. UVA Shared Governance Challenge – In June, UVA’s Board of Visitors attempted to fire the University’s president. She left the position briefly but was re-instated after a vote of no confidence by the Faculty Senate’s Executive body and a comment from the State’s Governor seeking resignations from the board. Over the course of the crisis the BFA Chair signed a letter to the Board of Visitors, from the heads of several faculty governance groups in the AAU, requesting the President’s re-instatement.

b. Welcome New ASC Chair – The new Arts and Sciences Council Chair is Bob Ferry.

c. New BFA Diversity Committee member – It has been suggested that Ruth Ellen Kocher be appointed to fill a new vacancy on the BFA Diversity Committee, as she would have been elected to it had that vacancy existed at the time of the spring election. The Executive Committee agreed to appoint Kocher to the vacancy.

d. Meeting Room – The BFA Executive Committee will meet in a new location next year: Norlin Library Room N410. The regular meeting time will be the same: 4:00 to 5:30 p.m.
II. Old Business: Honor Code

Student Affairs Committee Chair Mike Klymkowsky reminded the committee of a motion before them, to approve the revised version of the Honor Code “Policies and Procedures” document. [Available on line at http://tinyurl.com/7urquds.]

Discussion followed, including these points and perspectives:

- There was a request to change wording in section A. 7., paragraphs b. and c., to clarify that the kind of ‘faculty’ to which the sole grading prerogative belongs is the instructor of record, not the Deans.
- There was a request to strike “undergraduate teaching assistants” from the types of faculty listed, because the Boulder Campus does not use that type of faculty.
- There were questions about what happens when the Honor Council finds an accused student not responsible for cheating, but the instructor of record disagrees. It was generally agreed that the Dean’s office has a role in managing that situation, rather than the Honor Code.
- Klymkowsky and Ward affirmed that issues of problematic faculty behavior do not fall under the purview of the student Honor Code.
- It was suggested that official action is required in order to replace the existing Honor Code Constitution and Bylaws with the Policies and Procedures document.

On behalf of the Student Affairs Committee Klymkowsky agreed to accept several of the comments as friendly amendments:

BFA Student Affairs Committee Motion
To Approve Honor Code Revised Policies and Procedures

GIVEN THAT THE HONOR COUNCIL SEeks TO REPLACE THE HONOR CODE’S CONSTITUTION AND BYLAWS WITH A POLICIES AND PROCEDURES DOCUMENT, AND that the Honor Council has agreed to the changes in the wording of the Honor Code’s Policies and Procedures document, recommended by the Student Affairs Committee of the Boulder Faculty Assembly, namely i) that it is explicitly and unambiguously acknowledged that the INSTRUCTOR OF RECORD AND ONLY THE INSTRUCTOR OF RECORD is responsible for student grades and ii) that faculty involved in Honor Code hearings be informed in a timely manner about such hearings, and that such hearings will be postponed if the faculty member informs the Honor Council (in a timely manner) that they cannot attend, and assuming that these changes are incorporated into all working procedures of the Honor Code, the committee recommends that the BFA vote to endorse the Honor Code and Honor Code processes.

Notice of Motion to the BFA Executive Committee: June 4, 2012
Revised by the BFA Executive Committee: July 2, 2012

Klymkowsky noted that a vote on the motion is premature before the Honor Council decides whether to accept the Executive Committee’s revisions in section A. 7., noted above.
Therefore Moved by Mike Klymkowsky on behalf of the Student Affairs Committee that the Executive Committee forward today’s proposed revisions to the Honor Council, and to accept the revised Policies and Procedures document if the Honor Council agrees to accept the Executive Committee’s revisions.

The motion passed with none opposed.

Ward requested to receive an electronic “mark-up” copy of the requested revisions, and reported that the Honor Council can respond to them this summer. Peterson noted that the Executive Committee will reserve time in its August agenda to hear the students’ response.

III. Discussion: Joint Venture in Campus Electronic Communication: CU Boulder Today

Vice Chancellor for Strategic Relations Frances Draper introduced Erin Frazier, Assistant Director, Campus Communications and Engagement, and Malinda Miller-Huey, Assistant Director, Media Relations and News Services, and distributed a handout.

Draper reported that News Services will soon retire the Buff Bulletin and E-memo systems in favor of a regular electronic newsletter: “CU Boulder Today.” The introductory issue will be distributed Tuesday, July 10th. Draper requested discussion about how the BFA could partner with University Communications on the newsletter, perhaps with a regular ‘shared governance’ feature, in cooperation with Staff Council and Student Government.

Frazier distributed a handout about the newsletter. [Available on line at http://tinyurl.com/7f79etg.] Her comments included:

- Part of the reason for upgrading campus communication is to comply with standards that require senders of promotional information provide recipients an ‘opt out.’
- The Newsletter will be a digest of stories about what’s happening across campus.
- Concurrently, the Campus will launch a new system, the Buff Bulletin Board: a digest of the same types of information found in the Buff Bulletin.
- The e-memo system will remain in place, but e-memos will be “rare and important” in the future.

Draper reported that “letters to the editor” are a possibility, but that the current software platform may not be able to support it. She commented that the newsletter will not have editorial staff to manage letters. She asked that the BFA be a coordinating entity for news from the BFA, but also provide editorial writings about current issues on campus.

Discussion followed, including these points and perspectives:

- The newsletter needs an editorial board and/or a paid editor.
- Weekly BFA content is too frequent. Dividing a weekly feature between all the shared governance groups would make more sense.

Draper made these additional comments:

- Content will include substantive news stories, but also items that celebrate the accomplishments of the campus and members of its community. It is not currently
planned to include investigative journalism.
• CU Boulder Today will differ from the system-level “CU Connections” electronic newsletter in that its content will be specific to the Campus.

It was suggested that content should include a permanent, regular feature looking at Campus issues in depth. For example: what is happening with regard to the Journalism school. Other topics might be sparked by the BFA’s more significant resolutions, such as last year’s resolution to regularize instructors’ contracts.

It was suggested that the BFA make a motion to the administration to fund a paid editor position for the newsletter because without it, the faculty will not have an internal voice.

IV. New Business:

Change to the Faculty Study Room in Norlin Library

Peggy Jobe distributed a handout about the “Faculty Study” in Norlin Library, a room that is reserved exclusively for faculty. She reported that:
• The Faculty Study opened as a pilot program this year, but it has not been used as much as was initially hoped.
• Norlin is contemplating a change in its reservation system, to increase utilization.
• Norlin plans to increase faculty awareness of opportunities to use the Study, by holding an open house for faculty and departmental Library liaisons.
• The Study is open to instructors, but cannot be used for office hours.
• The Study is also open to Boulder Campus retirees.

Discussion followed. Jobe offered to host the Executive Committee on a tour of the Study.

It was suggested that, to increase awareness and provide useful content for the new Boulder Campus newsletter, the BFA Libraries Committee write a feature about the Study.

New Boulder Campus Program in Environmental Design

Vice Provost Bill Kaempfer reminded the Executive Committee that, as of July 1st, the Boulder Campus has a new Program in Environmental Design, composed of faculty and staff that had previously been employed by the Denver Campus. Kaempfer requested that both the Faculty Assembly and Staff Council take immediate steps to incorporate the new Program into their representative structures.

The Executive Committee agreed that the new Program should have a new, voting position on the Assembly beginning this fall.

CU Boulder Today

There was discussion about BFA involvement in CU Boulder Today. Comments included:
• Because of the impact and time required, if the BFA is to have individuals
responsible for developing content, they should have a seat on the Executive Committee, and should not be required to also serve on a BFA committee.

- Peterson noted that content might come naturally from the BFA’s committees, if each Chair wrote a single, brief paragraph each time that committee held a meeting.
- It was suggested that the newsletter include a feature story each time the Campus plans a major construction project, with information about the source of funding.
- It was suggested that in most departments there is little understanding of the BFA, its structure, how it functions, and the extent of its powers to influence the course of events on campus. It was suggested that the initial newsletter feature a column from the BFA Chair on ‘what is the BFA?’

Committee Chairs

Peterson asked that those Committees that have not yet held an election for Chair for next year please do so.

V. Adjournment. Peterson adjourned the meeting at 5:30.

Respectfully submitted by Sierra Swearingen-Todd, BFA Coordinator.