MINUTES
Executive Committee Meeting
Boulder Faculty Assembly
April 4, 2011

Attending
Joe Rosse, BFA Chair
Ahmed White, BFA Vice Chair
John Toth, BFA Secretary, BFA Student Affairs Committee Chair
Bill Emery, BFA At-Large Executive Committee Member
Melinda Piket-May, BFA At-Large Executive Committee Member
Carmen Grace, BFA Academic Affairs Committee Chair
Claudia Mills, BFA Administrator Appraisal Committee Representative
Karen Ramirez, BFA Administrative Services & Technology Committee Chair
Jerry Rudy, BFA Budget and Planning Committee Chair
Susan Moore, BFA Diversity Committee Chair
Paul Chinowsky, BFA Faculty Affairs Committee Chair
Martha Hanna, BFA Libraries Committee Chair
David Kassoy, Retired Faculty Association Representative
Uriel Nauenberg, Former BFA Chair
Horst Mewes, Arts and Sciences Council Chair
Anthony De La Rosa, CU Student Union Liaison (CUSG)
Bill Kaempfer, Vice Provost, Associate Vice Chancellor for Budget and Planning
Sierra Swearingen-Todd, BFA Coordinator

Special Guest
Travis Krogman, President, Arts and Sciences Student Government

Not Attending
Marki LeCompte, BFA Faculty Compensation and Benefits Committee Chair
Elizabeth Bradley, BFA Intercollegiate Athletics Committee Chair
Andrew Poppe, President, United Government of Graduate Students (UGGS)

The Boulder Faculty Assembly Executive Committee held its regular meeting on Monday, April 4, 2011, in ATLAS room 229. Chair Joe Rosse presided. The meeting convened at 4:00 and adjourned at 5:37 p.m.

I. Executive Session: BFA Administrator Appraisal Committee Reports

Rosse reported that the Committee’s policies require reports to occur in a certain sequence, ensuring that faculty can read them before summer. The sequence includes an Executive Committee discussion in March to which the Provost is invited, giving the Provost time to discuss the reports with the subjects separately, in advance of the reports being made public on April 15th. Rosse reported that this year Vice Provost Bill Kaempfer will attend on behalf of the Provost so that the process can move forward promptly.
Rosse opened the Executive Session at 4:05 p.m.

The Administrator Appraisal Committee made its annual report on the two administrators up for review in 2011: Dean of Continuing Education Anne Heinz and Dean of the School of Education Lorrie Shepard.

The Executive Committee heard and voted to accept the reports.

Kunce then presented a proposed revision to the Administrator Appraisal Committee’s policies:

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BFA Administrator Appraisal Committee
Resolution to Amend the Administrator Appraisal Committee’s Policy

Whereas the Administrator Appraisal Committees’ policy regarding verbatim comments is inconsistent with itself,

BE IT RESOLVED that the policy be amended to include the highlighted text below: “unless the rater grants permission for the comments to be seen by others.”

From the policies (www.colorado.edu/FacultyGovernance/policies/AACPolicies.pdf):
“Opportunity is provided on both the Administrator Appraisal Questionnaire and on the BFA Satisfaction Questionnaire for raters to submit comments. Instructions to raters clearly state that all comments will be given verbatim (with no editing, including no removal of self-identifiers) to the members of the AAP Committee but will not be seen by anyone else, unless the rater grants permission for the comments to be seen by others. Raters shall be provided a reasonable means to elect whether their comments shall be reported verbatim.”

Notice of Motion to the BFA Executive Committee: April 4, 2011

Discussion followed. Rosse offered to forward the reports for Deans Heinz and Shepard to the Provost. Rosse commented that next year the Administrator Appraisal Committee may wish to consider when and how CU’s President should be evaluated.

The Executive Session ended at 4:36 p.m.

II. Chair’s Report

A. The Campus continues to discuss a possible faculty salary raise pool of 2 to 3%. A variety of scenarios for distribution are possible, including raises for only top-performing faculty, one-time bonuses instead of base-building increases, and if the pool is small using it for benefits increases rather than merit-based distributions. A final determination may not be known before the end of the semester.

B. Instructor Status.
   i. Instructor’s Bill of Rights (IBOR). The Division of Faculty Affairs has
asked the BFA to again review IBOR, recently revised by the Council of Deans, with the goal of having it signed by the Chancellor and thereby made official policy. The BFA has requested a red lined version from Faculty Affairs, to clarify what revisions have been made.

ii. **BFA Motion on Instructor Status.** The Dean’s Council discussed the Provost’s response to the BFA’s Motion on Instructor Status. Not all the Deans are in favor of it, particularly of an ‘up or out’ provision which would require instructors to be promoted to Sr. Instructor after a fifth-year review, or offer letters would not be renewed. The Provost will be providing his response for BFA review.

iii. Discussion followed. The Executive Committee referred both IBOR and Instructor Status to the BFA Faculty Affairs Committee, asking it in particular to prepare a response to the Instructor Status documents before the BFA meeting of April 28th.

C. The Campus has not moved forward on the “Professor of Practice” proposal.

D. At its last meeting the CU System-wide Faculty Council approved a supplementary motion addressing CU’s policy on severance pay, asking that discussion of the main motion be postponed to allow for more discussion.1

### III. Committee Updates

**BFA Intercollegiate Athletics Committee**

Committee Representative Martha Hanna gave a brief report on the Athletics Department’s proposal to schedule occasional Thursday and Friday football games. Hanna summarized the Committee’s list of recommendations for managing the games:

- Most importantly Athletics must provide faculty, staff, and students with adequate advance warning.
- Other very important requirements are that students and staff should not lose access to their work locations during working hours; and that classes should not be canceled and staff should not be dismissed to make room for a game. Therefore games must start no earlier than 7:00 p.m., preferably 8:00 p.m.
- Athletics should ask fans to arrive no earlier than three hours in advance of the games.
- Parking for fans should be restricted to Franklin Field.
- The Campus should arrange for faculty and staff to be able to park in outlying lots and run a regular shuttle to campus and back on game days. No one should, however, be required to make use of those lots or shuttles.
- Athletics should allow the Campus to use the stadium’s multi-media technologies to showcase faculty research and accomplishments to fans.
- The frequency of weekday games should be no more than once every two to three years.

Discussion that followed included how much advance notice of the games would be necessary.

1 The main motion is available on line as Addendum A to the BFA minutes of March 3, 2011: www.colorado.edu/BFA/about/meetingminutes.html
Rosse requested the committee produce a final document containing the recommendations, for him to present to the Chancellor.

**BFA Budget and Planning Committee**

Committee Chair Jerry Rudy reported on the committee’s activities this year, including:

- hearing updates on the campus budget as it develops;
- assisting Campus administrators to develop strategies for protecting the state’s investment in the Boulder Campus, for example working towards creating a reserve to cushion the campus against volatile changes in enrollment, and protecting the physical plant from further decay;
- hearing reports from administrators about aspects of their divisions, including:
  - Vice Chancellor for Administration Frank Bruno about Facilities Management,
  - Chief Information Officer Larry Levine about I.T. department priorities, and
  - later this week meeting with Associate Vice Chancellor and Dean of the Graduate School John Stevenson on the impacts of recent challenges in the graduate admissions process due to the implementation of new software.

Discussion followed, including the potential for the BFA’s Administrative Services Committee to be involved in the Budget and Planning Committee’s activities that touch on the welfare of UCB’s administrative services.

**IV. Special Presentation: Reading Days Proposal**

CUSG Chief of Staff Anthony De La Rosa introduced Travis Krogman, President of the Arts and Sciences Student Government.

De La Rosa reported that the Campus retired ‘Reading Days’ several years ago to make room in the calendar for fall break, to allow the Regents to travel to graduations on all four campuses, and to make room for a Maymester before the beginning of summer school.

UCSU re-opened the issue of Reading Days two years ago, asking the campus to investigate whether there might be time in the academic calendar to re-institute one or two weekdays between the last day of classes and final exams. Krogman agreed, reporting that a significant number of students have requested reading days or some other alternatives to ease the burden of transitioning from classes to final exams.

Discussion followed.

The Executive Committee referred the matter to the BFA’s Academic Affairs and Student Affairs Committees, for this fall’s BFA agenda.

**V. Adjournment.** There being no further business the meeting was adjourned at 5:37.

Respectfully submitted by Sierra Swearingen-Todd, BFA Coordinator.