



University of Colorado
Denver

DDC Faculty Assembly APC – Academic Personnel Committee

Tuesday, 26 January 2016

Partner's Conference Room Business School Rm 1700

10:30am-12:00pm

Agenda

1. Approval of October 27th, 2015 Meeting Minutes.
2. Anti-Bullying Update: Eric Baker
3. Special Guests: Joanne Addison, Chair of the CU Denver Downtown Faculty Assembly & Chris Puckett, University Counsel, will address faculty grievance policy & procedures for CU Denver.



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**DDC Faculty Assembly
APC – Academic Personnel Committee**

Minutes
1/26/2016
10:30am to 12:00pm

School of Business, Partners' Conference Room 1700

Present: Pamela Laird, Laura Goodwin, Eric Baker, Weldon Lodwick, Callie Rennison, Shruti Poulsen (note taker) Kat Vlahos, Joanne Addison (on phone), Chris Puckett (attended later in meeting), William Strawser, Michael Jenson

Anti-bullying policy draft (Eric):

- Eric researched other schools that have such policies to base CU Denver's policy; different ways to manage this but need to find the best fit for our institution; what are the parts we want to include in our policy; some institutions are very detailed, others very brief.
- Our policy may need to include having a mediator specific to faculty needs. May need to explore what resources we already have in place; put in place a policy that bullying is not tolerated but then include the resources that students/faculty can go to address.
- Current policy needs to better identify faculty and staff needs regarding dealing with bullying issues. Need idea of where to send people and assurance that needs are addressed with some accountability.
- May need to include training for administrative bodies in regards to handling these complaints. Policy and resources can be as an adjunct to what HR already may do; needs to be a feedback loop providing information to the people involved.
- Title IX has process that is clearly articulated and understood and disseminated to appropriate parties; HR does not always respond in productive, communicative way.
- Issue of bullying may belong in the policies around "hostile" environment policies that HR outlines – does the bullying policy need to be subsumed into the "hostile" environment policy – currently that policy does not specify anything about bullying; HR tend to focus on EOE issues.

- Bullying policy may need to be included into a larger hostile environment policy that already exists. Question of how other institutions do it – separate anti-bullying policy?
- Concern that we may be creating more documents that relate to one another; enough information but not too much information will be useful
- Current APC draft does clearly articulate what bullying is, what the behavior constitutes; but find some way to find an umbrella under which to include this policy.
- What does committee do to move this proposal forward; may take to faculty assembly to review and provide feedback, an informal conversation with Nellie in HR, then move on to more formal conversations with people like Chris Puckett; be clear that we want to see procedures in writing, how these issues will be addressed (concretely).
- The policy being developed would potentially be a system-wide policy for all CU campuses. Eric will bring to executive meeting at Faculty Assembly to introduce the proposed policy for further conversation; action item that all members of APC agreed to.

eFRPA feedback:

- Pam solicited APC members' experience with using eFRPA this year; how that is going, issues concerns, what is working well.

Faculty grievance guidance statement template (Chris):

- Chris provided draft of faculty salary grievance policy per Regents' law and went through the points on the draft; suggested the policy could be broader, not as "conservative"
- Continued discussion with Provost about what is needed and how that might be addressed; what is the information that is needed for when people follow up with a salary grievance.
- The grievance policy can also help to address salary compression issues as well as other salary inequity issues.
- Since Deans control the budget, final decisions coming from the Provost might challenge these budget decisions; salary increase pools are up to the discretion of the Dean.
- Critiques of draft include: seems to be status quo of how things are already, needs more info about the data issue – who has it, who can get it, how to get it; policy also needs to have information about others besides the Dean that can be included when a decision is to be made regarding an appeal; a committee beyond the Dean that can advise the Provost for a final decision.
- Maybe members of APC might be part of that committee when issues go beyond being resolved at the primary level. Firm deadlines need to be included in the policy that appeals can be made and for when decisions will be made; end of spring semester, moving into summer timelines may cause an issue with firm deadlines – specifics around back-pay need to be clearly articulated in the policy statement;

- Chris will include information from the template that Joanne (Boulder policy) sent him and APC, into the current draft that he presented; also seeking feedback and input from APC to Chris; draft is **not** currently ready to be shared with anyone outside of APC.

Approval of October 27, 2015 meeting minutes: Approved unanimously

Meeting adjourned at 11:55am.

Next Academic Personnel Meeting:

Tuesday, February 23, 2016

Partner's Conference Room, Business School Room 1700

10:30am – 12pm



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DDC Faculty Assembly APC – Academic Personnel Committee

Tuesday, 15 March 2016

Partner's Conference Room Business School Rm 1700

10:30am-12:00pm

Agenda

1. Approval of January 26th, 2016 Meeting Minutes.
2. Report & Discussion Re: March 9th Anti-Bullying Meeting with Faculty Council Task Force.
3. Faculty grievance policy & procedures for CU Denver review.
4. Peer Evaluation Resolution Council (PERC) Recommendation.
5. APC Officer Succession Plan.



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**DDC Faculty Assembly
APC – Academic Personnel Committee**

Minutes
3/15/2016
10:30am to 12:00pm

School of Business, Partners' Conference Room 1700

Present: Pamela Laird, Laura Goodwin, Eric Baker, Brian Brady, Callie Rennison, Shruti Poulsen (note taker), William Strawser, Cliff Young

Approval of January 26, 2016 meeting minutes: Approved unanimously

Report and discussion re: March 9th Anti-bullying meeting with Faculty Council Task Force

- Eric's reported about meeting on March 9 with the task force
- Eric represented APC in the meeting to check in on task force's status
- Task force is not further ahead than what APC has already done regarding the anti-bullying policy development
- System-wide policy would help coordinate across campuses but APC can continue with our work on developing a policy
- Task force was interested in APC's idea regarding faculty mediator – Pam reported that this aspect is now with HR; Regina will send back to Pam after proposal for position is reviewed by HR
- Meeting included discussion regarding process related to implementing policy in the future; Eric brought up other institutions' implementation processes for discussion in the meeting with task force
- Pam discussed need for administrative buy-in to the policy, job description for the faculty mediator position, and implementation processes – that the position will report to the APC, and Regina; be a legitimate and responsive position (just for the downtown campus)
- One of task force's concern was regarding faculty/staff classifications – that policy would include not just faculty; also include staff – Eric's concerns are that staff have their own processes regarding these issues and may not need to be included in the policy that APC and task force are developing
- Next meeting scheduled for April 11; Eric will follow up with the policy draft that APC has already worked on, Eric will model it on Columbia's process/policy, then it will go to

Faculty Review; also work on “conflict of interest” issues, possible recusal conditions, etc.

- APC members should send Eric any additional edits and changes to the draft
- What is APC’s roles and responsibilities in the interim if and when grievances come up before official policy is in place? Or what needs to be built in for follow up in the event that a policy is not officially put forth?

Faculty grievance policy & procedures for CU Denver review

- This policy separate from anti-bullying policy development process; this policy related to salary grievance and other grievance issues related to work conditions
- Denver system is supposed to have own policy and procedures
- APC members should send Eric any additional edits and changes to this draft as well
- Oct. 28, 2014; last draft that Callie has – Eric will check up on whether this is the most recent iteration
- What are current procedures, policies in place to handle grievances to issues such as merit evaluations, outcomes?
- Chris P. was going to take draft up to administration; Eric reviewed the draft in meeting and discussed the details that were not clear or complete
- Pam brought up timeframe issues – that it is not be a reasonable timeframe for people to follow through with the grievance – concerns about the time it would take to pull together needed data, make contact, follow through, etc.
- Specific changes, additions, edits were discussed regarding document that Chris had presented at last meeting – in particular timelines, deadlines related to responses to merit and salary grievances, and methods of delivery (official email, regular mail, etc.), onus of responsibility for various involved parties, other levels of consideration might grievance need to go beyond the primary unit’s Dean/leadership (policy needs to specify where does it go next? May need to refer back to legal regarding this issue)
- Eric documented recommendations for changes, edits made by APC member discussion; will make up a list and send to Chris P. for review

Peer Evaluation Resolution Council (PERC) Recommendation

- Weldon’s recommendation; Eric emailed APC the document prior to meeting
- Eric explained the proposal – asking for an executive committee that would be able to act as an appeal board in cases where a Dean or a Chair overturns a review committee’s (peer, merit, etc.) decision
- APC discussed intent and meaning of Weldon’s proposal – what this committee would look like, made of, processes it would engage in, how, when, etc. (e.g. Merit Committee role)
- Final paragraph in proposal regarding Regents’ revising their policies and procedures
- Potential problems/concerns regarding the formation/implementation of an executive external review committee, discussed by APC members
- Need more clarification from Weldon regarding proposal and its purpose, intent and possible unintended consequences of such a committee

APC Officer Succession Plan

- Secretary role will be open next year; Eric considering the role so faculty can take on Chair role
- Representation from all the schools ideally needed for formation of APC; 3 needed from CLAS

Meeting adjourned at 11:52am .

Next Academic Personnel Meeting:

Tuesday, April 26, 2016

Partner's Conference Room, Business School Room 1700

10:30am – 12pm