



University of Colorado
Denver

CU Denver Faculty Assembly – Academic Personnel Committee

Tuesday, September 25th, 2018

Anadarko Conference Room | Business School Rm 1700

10:30am-12:00pm

Minutes

In attendance: Kendall Hunter, Kat Vlahos, Eric Baker, Cliff Young, William (Billy) Strawser

1. Welcome & Introductions. (All)

- Nelia Viveiros will take Laura Goodwin's previous position as liaison to Provost's Office.

2. Faculty Advisor Report Update. (Eric)

- Reviewed Weldon Lodwick's activities & recommendations from the last half of AY-2017-18.
- Discussion on the creation of an office of professionalism similar to the one at Anschutz to help create a resource outside of the colleges to mediate matters and help maintain adherence to appropriate personnel & academic policies.
- Important goal for APC is that Weldon's Faculty Advisor position is not lost upon his retirement.

3. CU Denver eFRPA Faculty Liaison. (Eric)

- We need a replacement for Jeff Finch who has liaised on behalf of the university faculty with the eFRPA tool to settle contextual and technical issues.

- Perhaps work with John Wycoff to create an RTP/annual review database through Interfolio?
- Business school is working with Digital Solutions for a similar set of data. Aids colleges in 5-year accreditation reports (AACSB compliant).
 - Potential conflict with eFRPA as it was set up with Institutional Research's (OIRE) need to generate reports.
 - May be a better solution for faculty than eFRPA.

4. Academic Year 2018-19 APC Priorities (All)

- Surveying the schools & colleges for alternatives to eFRPA.
- Support for the creation of an Office of Professionalism (or leastwise ensure the permanence of Faculty Advisor position).
 - Founding an organization will be a longer lasting and more effective solution, organizing around a single person generates solution that is more consistent.
 - Create on-going position with a job description with process for electing or appointing (appointed by administrative).
- Appropriate for the committee to review the wide range of CTT (Clinical Teaching Track) faculty policies for variance?
 - Workloads for CTT faculty deviate over the university (80/10/10 v. 60/20/20 v. 60/25/15).
 - CTT require Provost approval whereas instructors need no such approval.
 - Partnering with UC DALI on this project might be most productive.
- Article 5 has been tabled due to consideration of external impact of teaching “beyond the classroom.”
- Investigate into the Privilege and Tenure Committee's use of independent counsel for legal review of specific faculty policy issues.



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Tuesday, October 23rd, 2018

Anadarko Conference Room | Business School Rm 1700

10:30am-12:00pm

Minutes

In attendance: Kendall Hunter, Eric Baker, Connie Fulmer, Mark Heredia

1. Welcome & Introductions. Mark Heredia, Academic Planning Coordinator at Provost Office, will assist with our policies review.
2. Approval of September meeting minutes. Chair will forward to non-present members for additional amendments or corrections.
3. Updated & Revised Policies Review. (All)
 - **1008 – Faculty Transfers:** Modified to ensure consistency with current practice. Memorandum of Understanding guidelines moved out of the policy and into an appendix. *Policy appears to be satisfactory as revised. We do suggest a slightly more descriptive title than merely "Faculty Transfers" in order to facilitate discovery.*
 - **1010 – Distinguished Professorships:** Updated to ensure compliance with recently updated APS 1017. APS 1017 now provides a provision to waive the 5-year requirement. Slight changes to terminology based on APS 1017: “research” is now “scholarly” and “service” is now “leadership and service.” *Policy appears to be satisfactory as revised. We hope the included timeline will be an effective addition.*

- **1011 – Faculty Emeritus/Emerita Designation:** Slightly amended to reflect Regent Law and the current campus processes. *Policy appears to be satisfactory as revised. Grammatical improvements would be useful.*
- **1021 – Tenure on Appointment:** Revised to implement new requirements under APS 1018 and to extend the tenure on appointment process to CU Anschutz Medical Campus. *Policy appears to be satisfactory as revised. Grammatical improvements would be useful.*
- **1025 – Academic Program Discontinuance:** Policy is required by APS 1015. It was streamlined while still ensuring consistency with APS 1015. Processes were transferred to an appendix in accordance with guidelines articulated in CAP 3000, Establishing Campus Administrative Policies. *APC expressed concerns regarding the lack of any language referring to rostered faculty not on the tenure-track or tenured. Certainly many schools and colleges employ long-term instructors, senior instructors and faculty on the CTT that in the interests of equity deserve appropriate notice and other considerations in the event of a program discontinuance. APC furthermore would recommend such inclusion in APS 1015.*
- **1028 – Non-Tenure Track Faculty Performance Review:** No Changes, still valid and needed. *APC expresses strong support for this policy.*
- **1029 – Standards for Notice of Non-reappointment for Non-tenured Faculty:** No Changes, still valid and needed. *APC does recommend some revisions. We do suggest a more descriptive title, as it's not clear that this policy refers both to faculty on the tenure track that have yet to be tenured, in addition to other "non-tenured" faculty who are not on a tenure track. Again, APC recommends in the interest of equity that rostered faculty of any status receive as much advance notice of non-reappointment as possible.*

4. Academic Integrity Policy.

- *APC suggests that the addition of a student representative to the committee would complete representation of all interested parties.*

Meeting adjourned at 11:47am.



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CU Denver Faculty Assembly – Academic Personnel Committee

Tuesday, November 27th, 2018

Anadarko Conference Room | Business School Rm 1700

10:30am-12:00pm

Minutes

1. **In attendance:** Eric Baker, William Strawser, Kat Vlahos, Kendall Hunter, Cliff Young, Nelia Viveiros, Mark Heredia
2. Approval of October meeting minutes. Approved without changes.
3. “Appointment with Tenure” CAP 1021 Review
 - Changed policy name: “Hire with Tenure”
 - Revises “Faculty Hires with Tenure,” now undergoing final review and edit; policy was extended to Anschutz; allows the use of previous external letters for tenured hires.
 - Primary unit and dean inputs are still required, but helps facilitate the process of tenured hires with criteria.
4. From the Provost’s Office (Nelia Viveiros)
 - A. Laura Goodwin's replacement update.
 - National search process has begun as elements of the Provost’s Office are “reorganized”. Certain Faculty Advisor duties may be incorporated by the revised position, in addition to other changes. Provost is in discussion with the Chancellors, and they would like the search to begin in the new year.
 - B. Bylaws and policies.
 - Beginning efforts to streamline bylaws and RTP criteria and processes across colleges and departments.

- APS 1022 requires that each unit have a process in place; individual primary units define RTP criteria and processes—nonetheless this varies significantly across schools & colleges.
 - Article 5 approved in November, once tenure language in Regent Policy 5.D.2 was finalized. All faculty titles were removed from the article and those will be handled by APS & CAP level policies; the Regents focus on tenure process.
- C. Including the NTT/IRC voice in the new APS development and how school/colleges can help create greater agency for faculty.
- IRC (Instructional/Research/Clinical) and NTTF (Not Tenure-Track Faculty)
 - Need IRC and NTTF representation in the policy formulation process.
 - Include IRC and NTTF in improved & regular performance evaluations.

Article 7 revised by the Regents to create articulated processes in place to protect academic freedom & freedom of expression by students.

- Faculty have the P&T Committee for grievances involving these freedoms.
- Students currently do not have such resource available.
- Each campus will create a website that students can use. Grievances may be sent to the Office of Equity for a formal investigation.

Meeting adjourned at 11:45am.



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CU Denver Faculty Assembly – Academic Personnel Committee

Tuesday, December 11th, 2018

Anadarko Conference Room | Business School Rm 1700

10:30am-12:00pm

Draft Minutes

1. Welcome & Introductions: Eric Baker, Connie Fuller, Kendall Hunter, Weldon Lodwick, Wayne Miller, Nelia Viveiros, Kat Vlahos, William Strawser, Cliff Young
2. Approval of November meeting minutes. Approved as submitted.
3. Faculty Advisor (FA) Update & Report (Weldon Lodwick)
 - Faculty Advisor activity level varies significantly depending on pending cases.
 - Need replacement for Weldon (soon on sabbatical)
 - Rethink the position, perhaps give it more teeth. Currently more advisory in nature than it is able to resolve problems.
 - FA might serve as a bureaucratic link between a Dean and the Provost (at least need a direct-line to the Dean).
 - Items arise at the college level in which advisor needs to have serious conversations with Deans.
 - Position should fit somewhere within Faculty Assembly.
 - Recommend a meeting place separate from the FA's personal office.
 - Potential need for an advisory committee (What are the legal protections for people who staff the advisory committee because of potentially litigious work?).
 - A potential solution is to take disparate problem-solving institutions and streamline/coordinate their efforts – current FA role could serve as a head of this committee (“a problem-solving tsar”).
 - Include an advocate from UCDALI to highlight the nontenure track issues.
 - Office of Professionalism likely a better avenue to address problems rather than a position between Dean and Provost.

Conflict of Interest (COI) reporting

- Anschutz Office fields COI reporting and may be applying a medical campus perspective.
- More flexibility to opt out or fill in if necessary.

Registration of guests from abroad (for particular colleges)?

- Guests from abroad must be registered as guests if they come to our office? No known university policy for this request from the department chair.
- If required, should be a function of HR rather than a faculty duty.

Meeting adjourned at 11:38am.

DRAFT