



University of Colorado
Denver

Faculty Assembly – Denver Campus

Agenda

February 7, 2012
12:00 pm – 2:00 pm
Location: CU 299

- 12:00 PM Robert Flanagan, Chair
Introductions & Announcements
- 12:10 PM Provost Nairn
Office of the Provost Update
- 12:40 PM Committee Reports:
APC
BPC
Diversity Committees: Disability, GLBT, Minority Affairs, & Women’s Issues,
EPPC
FACAB
LETTS
UCDALI
Student Government
- 1:10 PM Guest Speaker:
Cary Weatherford - *Office of Institutional Planning* / **Anderson Mason Dale** - *Design Firm*
Downtown Academic Building 1
- 1:30 PM Guest Speaker:
Mary Coussons - Read PhD - *Associate Vice Chancellor for Research - Professor of Psychology*
Research at University of Colorado
- 1:50 PM New Business / Old Business:
- 2:00 PM Adjourn



University of Colorado Denver

DDC Faculty Assembly

Minutes

February 7, 2012

12:00 pm - 2:00 pm

CU 299

Attending Members: Bob Flanagan, Provost Nairn, Joanne Addison, David Bondelevitch, Karin Rees, Stephanie Santorico, Amir Ameri, Amanda Charlesworth, Laura Goodwin, Farah Ibrahim, Joy Berrenberg, Thomas Beck, Mary Guy, Regina Kilkenny, John, Brett, Pamela Laird, Dorothy Garrison-Wade, Peter Schneider

Guests: Cary Weatherford, David Piper, and Mary Coussons-Read

Guests:

12:05 PM **Robert Flanagan, Chair**

- Bob introduced Karin Rees - New Administrative Support for Faculty Assembly for AMC & DDC
- Shelby Shafto will still be assisting the Faculty Assembly with communications and website
- Introductions of Members
- December Minutes: Approved: Farah Ibrahim Seconded: Dorothy Garrison-Wade
- Unanimously Approved

12:10 PM **Dr. Nairn – Office of the Provost Updates**

- Announcement of the new Interim Chancellor for the AMC – Don Elliman
- Town Hall Meetings will be held at both campuses: AMC 2/15/2012 and DDC 2/20/2012.
- Don will also be meeting with the Dean's of each of the colleges and schools as well with the Faculty Assembly in the upcoming months.
- Chief Planning Officer for the Office of Intuitional Planning is being finalized at this time. Announcements on the final candidate will be soon.
- The Dean search for the School of Public Health – the candidate will be returning to Colorado for a visit near the end of the month to discuss offer / negotiations. An announcement will be made soon.
- The College of Nursing Dean search is currently accepting applications and is under review.
- The search for the Chief Diversity Officer is going public. This position will be hopefully shared between: Dr. Arthur Gutierrez-Hartman and Brenda Allen. They both work at both DDC and AMC and have a helpful oversight of both campuses. They will be meeting with faculty and staff soon for interviews.

Academic Student Affairs Updates:

Provost Nairn will be reviewing Dossiers over the next few months

- New programs are pending: Recently Approved by the Board - Masters in Modern Human Anatomy – Discussion of the new programs has been positive with the Board of Regents. The Masters of Modern Human Anatomy will be housed at AMC. Discussion on new programs will continue at the next meeting in April. BPC has begun to look at budgets issues. The investments in the Strategic Enrollment Management Program were also discussed at BPC and the hope is to bring in a few new people with resources that were set aside at the beginning of the year.
- A focus on transitioning the Transfer Center to a modified Transition Center is being reviewed to help transition from Community Colleges, Metro and the growing student population of Veteran's groups on campus. They will be housed in the new Academic Building – The focus for this building will be student services, classes and a few offices. There is backfill in other buildings on campus that will transition into faculty office spaces.
- Business School building at 15th and Lawrence: The official opening had to be delayed due to a snowstorm. It will be rescheduled soon. Completion of the project is tentatively scheduled for August 2012.
- Renovations continue in the Auraria Library
- Master Planner Modified Master Planning to review the neighborhood - regarding space and community engagement. Share space with CCD and Metro.
- The English as a Second Language has begun and is open on the 16th Street Mall. It currently can hold 60 students and they look to recruit most if not all of those spaces. A focus on recruiting more out-of- state and international will help with the reduction of resident students. This was also discussed in BPC recently. CU is currently at 6% - 7% of the International 2008 Strategic Plan that was anticipated by 2020. These students are valuable and usually are dedicated and strong students. The Economic Department has seen great success with many of these students. Joy Berrenberg has concerns in the Psychology Department with the level of communication and English skills. She would like to address the rigor of the skills needed to help her students pass the Intro. to Psychology classes when recruiting international students. Provost Nairn suggested discussing her concerns with Carolyn North. Pam Laird discussed an exam or month long intense training of ESL prior to entering into programs that might help students become more successful. This could also be used as a recruitment tool to help with the success of students. Tom Beck from the Library sees issues with proper citation of resources from international students. Provost Nairn suggested inviting Carolyn North to discuss concerns with the group.
- The neighborhoods on Auraria campus is getting compact. UCD is hopeful to have work with the neighborhood space and to continue to develop and expand. This is a continued long term goal for UCD to maintain a strong presence on the Auraria Campus.
- An advertising and marketing campaign will begin on buildings downtown. Better signage and an Educational Core Concept between Lawrence and Larimer will help establish and promote the UCD campus.
- Provost Nairn would like to see a Masters of Biotechnology Program be started if anyone is interested.
- With many new changes on campus, it is a challenge to keep everyone informed. Provost Nairn thanked everyone for getting the word out to faculty and staff as well as utilizing new technology and resources to keep up to date.

12:40 PM

Committee Reports:

APC (Academic Personnel Committee): No report at this time

BPC (Budget Priorities Committee): *Peter Schneider and Pam Laird* – The BPC met yesterday to discuss upcoming program proposals. Currently there are about 5 new programs to come before the committee in the upcoming months to review before being taken to the Board. The Deans have been speaking with BPC about how their college BPC runs and how they prioritize budgets.

Bob asked Peter for clarification of the roles of the college level BPC group. Each college or school meets with; faculty, the Assistant Dean, Dean meet annually to share the budget with faculty. Overview reports will be given in future Faculty Assembly meetings. The purpose of these reports is to create best practices.

The campus is working toward tuition linearity – a certain amount per credit hours for every credit hour taken, at this time there is no window. Over the next 4 years they are asking the Regents to increase that so that everyone will pay by credit hour and will help with revenue campus wide. This will only affect a small amount of students. This helps students to not have overloaded schedules. Farah Ibrahim said that this is difficult with some groups. She hopes to see issues figured out in ISIS. Pam Laird suggesting contacting the Graduate School to expedite issues in ISIS.

They have discussed reports on recent Legislative session. Due to the deadlock at this time, there are not many reports that will affect higher education at this time.

John Brett asked about the new programs being offered online. The Provost has requested a special meeting with BPC to push through new Programs.

EPPC (Educational Policy and Planning Committee): No Report at this time

LETTS (Learning, Educational Technology, Teaching and Scholarship Committee): *Joanne Addison* – The group is currently working on meeting with Dr. Powell to discuss the IRB and discuss current research projects. Joanne has met with Regina to discuss research and technology and how LETTS could be involved. Another meeting will be scheduled with Joanne Addison, Regina Kilkenny, Russ Poole and Meg from the Library to continue these discussions. Joanne thanked Regina for her help and initiatives to get the right people at the table for these discussions.

Joanne had met with Meg in the library to discuss the new digital initiatives. As the initiatives are currently in the initial stages, LETTS is excited to help shape some of these functions and collaboration with the Library. The hope is to make it easier for staff across all campuses to have access to thesis, dissertations, faculty publications, and digital portfolios, as well as have access for students who work with faculty on large data sets.

Some staff are frustrated that they are unable to get information unless you are at the actual campus. Cost and licensing issues had been a concern in the past.

Tom Beck spoke to the group about the background from the Library standpoint. The issues are that the Auraria Library is that they service all three campuses (CCD, Metro and UCD).

The pricing is set up by FTE. If the library was to open all resources to be shared by AMC and DDC this could raise the FTE by a quarter to a half and prices will likely increase.

A suggestion was made for people that work on both campuses to have special borrowing purposes.

Laura Goodwin had addressed the secondary appointments that some faculties have on both campuses. This has been available if both of the campuses are supportive of this access. If staff can be considered faculty on both AMC and DDC Tom felt that this could be a way for staff to gain access. Regina discussed a pilot program to address these issues. A pay per person pilot study is being discussed and logistically how this could work for groups. Regina and Tom suggested having both Libraries to discuss these issues in a future Faculty Assembly Meeting and help staff and faculty gain access to resources from both libraries.

Laura Goodwin – Information regarding additional appointments has to start with department that wants to give secondary appointment. Karin will follow up with Sara Potter and research any information

regarding secondary appointments / courtesy appointments to verify any current processes for faculty to get dual access to both campus libraries. Updates regarding this information will follow.

Diversity Committees:

Disabilities: No Report at this time

GLBT: (Gay, Lesbian, Bisexual & Transgender): No Report at this time – Bob Flanagan asked about the upcoming GLBT event that was planned for Spring 2012. At this time it has been pushed back to Fall 2012 to not conflict with the Women's Symposium.

Women's Issues: Upcoming Women's Seminar in Boulder - 2/24/12

Minority Affairs: *Dorothy Garrison-Wade* - A series of workshops are planned for students, faculty and administrators. The first workshop will be held for students on 2/23/2012 from 12:30 – 1:45 in the Aurarium Jackson Enhanced Learning Center in the library. The purpose of the workshops is to get feedback from student, faculty and administrators on Diversity and Inclusion and the retention of students. Students from many backgrounds and cultures and all committees have been invited to participate. Free food and flash drives will be given out to student with information regarding diversity and inclusion in higher education from the Library. Karin Rees will send out the flyer to the group. The President Fund for the Support of Faculty and Staff Diversity Development donated the flash drives for this event. The Faculty workshop is tentatively planned for March and will work with feedback from the student workshop held on 2/23/12. All workshops are hoped to be completed by the end of the year with an article on the findings on recruitment and retention.

FACAB (Faculty Advisory Committee to the Auraria Board) - *Joy Berrenberg* -

David Bondelevitch had addressed some security issues in the College of Arts and Media. There have also been concerns in the Biology Department. A homeless person had been found to be living in the area. FACAB had requested a meeting with the Head of the Campus police to address these concerns. David had suggested putting security cameras in the buildings. This was felt to be more of a police responsibility than for faculty to address. The campus police had concerns regarding afterhours access and badge usage will continue to be discussed. At this time they have not contacted David or the College.

Jeff Franklin in the CLAS Office had requested that FACAB create a classroom etiquette list to be posted in the classrooms and be distributed to faculty. Some of the items included would be: to clean up after classes, move furniture – move back, erase whiteboards, report equipment issues, and allow time for next person to set up. Joy wanted to review any concerns with the Faculty Assembly. Other concerns are the trash left throughout the classroom and dirty tables. A suggestion was given to have the students to take the time to clean up after themselves. They list is hoping to compiled and distributed by the end of the semester. Please forward any other suggestions to Joy.Berrenberg@ucdenver.edu.

UCDALI: (University of Colorado Denver Association of Lecturers and Instructors) - *Pam Laird*

Pam has discussed how successful the Fall UCADLI event was. The group looks forward to having an equally as successful Spring event. The UC DALI Executive Committee recently met again with the Provost, Chancellor, and Associate Vice Chancellor of Academic Affairs. Discussion has been positive on pending legislative concerns, campus updates and concerns. The pending legislation is in regards to a bill initiated by Randy Fisher (Ft. Collins) for the possibility for state institutions to issue Non-Tenured Track Employees contracts up to 5 years (with the understanding that it is still an at will state). The

UCDALI Executive Committee has written a position paper in support of the bill that will be presented through the proper channels and government liaisons. More updates will follow in the upcoming months.

Student Government: No Report at this time

1:10 PM Guest Speaker (s):

Cary Weatherford - Office of Institutional Planning / David Pipher - Design Firm
Academic Building 1 Update

Cary spoke with the group on the new space being utilized in the Academic Building 1. The area will be utilized for student services, classrooms; large lecture halls and back fill from other buildings that will move in to the new 130,000 sq. ft. building. The grand opening is tentatively to open in the Fall of 2014 semester. This will be a large part of the master plan and UCD defining our neighborhood on the Auraria Campus.

Mary Coussons – Read, PhD - Associate Vice Chancellor for Research – Prof. of Psychology
Research at the University of Colorado

Mary updated the group on current and upcoming research at the University of Colorado. There is a focus on how to work with the library to figure out how to be able to publicize both internal and external research. Discussion will still continue to be able to show the great things that we are doing at UCD survey will be deployed to determine benchmarks of what is working and what is not working in research services and grant concerns. . A focus will also be in mobilizing around humanities and the arts as well as aligning with Faculty Assembly and the Center for Faculty Development. Mary encourages contacting her regarding any grants and research concerns. Mary also announced they will be in the process of hiring a pre-award grants person to help staff with the initial grants and research process. She also asked if anyone in Faculty Assembly would like to be involved in the search committee process that she would take volunteer names. We will invite Mary Coussons-Read back to update the group on any updates.

1:55 PM New Business / Old Business -

2:00PM Adjourn



University of Colorado
Denver

Faculty Assembly – Denver Campus

March 6, 2012

12:00 pm – 2:00 pm

Location: CU 299

Agenda

- 12:00 PM **Robert Flanagan, Chair**
Introductions & Announcements
- 12:15 PM **Roderick Nairn, PhD**
Introduction: Don Elliman
Office of the Provost Update
- 12:35 PM **Committee Reports:**
APC
BPC
Diversity Committees: Disability, GLBT, Minority Affairs, & Women’s Issues,
EPPC
FACAB
LETTS
UCDALI
Student Government
- 1:00 PM **Guest Speaker(s):**
- 1:00 PM **David Thomas – Manager, Academic Technology**
BlackBoard Update
- 1:15 PM **Mike Harper – Senior Instructor of Decision Sciences**
UCDALI Update
- 1:25 PM **David Clubb - Senior Director of International Admissions and Services**
George Kacenga - Director of International Enrollment Management
Office of International Affairs
Policy Review - English Language Proficiency Admissions Standards
- 1:45 PM **New Business / Old Business:**
- 2:00 PM Adjourn



University of Colorado Denver

DDC Faculty Assembly

Minutes

March 6, 2012

12:00 pm - 2:00 pm

CU 299

Attending Members: Robert Flanagan, Joanne Addison, David Bondelevitch, Karin Rees, John Brett, Pamela Laird, Mike Harper, Dorothy Garrison-Wade, John Wycoff, Thomas Beck, Regina Kilkenny, Bogdan Chlebus, Amanda Charlesworth, Elaine Jurries, Laura Goodwin, Farah Ibrahim, Edward Cannon, Joy Berrenberg, and Amir Ameri

Guests: David Thomas, David Clubb, George Kacenga and Mike Harper / Pam Laird

12:10 PM Robert Flanagan, Chair

- February Minutes: Dorothy Garrison-Wade
Seconded: Farah Ibrahim
 - Unanimously Approved
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- Assembly Update: Bob discussed the state of the Assembly and gave background on the Faculty Assembly Executive Committee and reviewed the goals of the Faculty Assembly to be a voice for the Downtown Denver Faculty Campus. The Faculty Assembly has several Campus Committees that have been running very smoothly and are able to update the Faculty Assembly group at most meetings. There are however a few of the committees that have not been able to attend or forward any report from their meetings either to staff availability this semester, sabbaticals, or the committees have not been meeting on a regular basis. The Faculty Assembly wants to breathe back life into the APC (Academic Personnel Committee), EPPC (Education Policy and Planning Committee), Disabilities and Diversity Committees. After review of the contact lists and website information, it was determined that follow up to these committees was needed. Bob asked David to follow up with the committees and determine who are on the committees and if they are meeting and if we can get updated in the Faculty Assembly Meetings. One suggestion was to have an ad hoc policy working group until we can properly fit these two committees.
 - Karin has sent out calendar invites to help streamline the meeting invites and attendance for the meetings. Please respond to your availability to each occurrence of the meeting invite to be sure that Karin orders enough food for the meeting.
 - Karin will also be in the process of updating the committee information and member lists on the website. We utilize this website for announcements, location of the past agendas and minutes as well as let other faculty know who are serving on the DDC Faculty Assembly. If you receive correspondence from Karin or David on clarifying information, please help verify this information. With stipends awarded for participation on many of the committees, we need to be sure that we are getting full representation of the Committee Chairs. Clarification of the stipend payments are also being discussed and reviewed.

- Faculty Council: Bob handed out the last Faculty Council agenda. There are topics that were discussed that Bob felt should be seen by the Faculty Assembly, such as Sabbatical assignments, and the reconfiguration of FERPA to a 4 pt. to 5 pt. scale.

Dr. Nairn – Office of the Provost Updates – Not available for this meeting

12:40 PM

Committee Reports:

APC: No Report at this time

Disabilities: No Report at this time – Not active this year

EPPC: No Report at this time

Student Government: No Report at this time

Women's Issues: No report at this time

Minority Affairs: *Dorothy Garrison-Wade* - Dorothy updated the group on the recent Student Focus Group held on the 22nd. 13 students arrived and gave feedback. The next Focus Groups will be with Faculty and Staff to be held on 4/25/2012 from 11:00 am – 12:15 pm in the Auraria Library. As data is being collected after each focus group, all data will be analyzed and findings taken to the next focus group. The hope is to also meet with an Administrative Focus group by the end of the semester. Karin will send out the flyer and update the website for interested faculty that would like to attend.

GLBT: *Edward Cannon* - Edward announced a system wide symposium to be held next Fall. More details to follow.

FACAB: *Joy Berrenberg* – Joy discussed the initiative to post classroom etiquette guidelines are in the final draft stages. Joy will bring copies to the group before it is final. The cost to post this information in the classrooms will be about \$100. The group was hoping that the Faculty Assemblies to each of the 3 campuses affected would be able to donate \$35 for this initiative. Joy also discussed the new speed # for campus security. Joy will forward the information for Karin to send to the group. With new laws passed that students can now carry concealed weapons on campus, it may be a good idea to program this important phone number into our cell phones.

Pam Laird wanted to ask Joy about smoking policies on campus. Interest has been shown to move toward a smoke free campus. Research was compiled of current campus policies for review. Concerns on enforcement as well as the concern for buy in from all 3 campuses. Joy will take these concerns back to FACAB. Tom Beck mentioned issues seen with students smoking near the library. Health concerns and legal rights of everyone are the main concerns to discuss this possible initiative.

LETTS: *Joanne Addison* – Joanne discussed how recent meetings with COMIRB, compliance concerns and research done on each campus. They will be reviewing their site and creating 2 separate website, one specific for the DDC. Mary Coussons-Read is in the process of hiring a new grants person for the DDC. One goal of the EPPC is to bring faculty into the age of new technology to interact with students and make our lives easier.

Regina Kilkenny updated the group on the status of the Technology Planning Committee. At the request of the Provost, ATEL and ITS will be attending the next Dean's meeting (3/21/2012) to determine who would best represent their schools and colleges.

BPS: Peter Schneider – Peter discussed reports received in BPC from the Provost and Vice Chancellor Jeff Parker. One item discussed in the meetings included the Administrative Hiring Plan. These reports are reviewed to determine how to fill positions and budgets. The group anticipates having a new budget report on March 20th to hear more solid numbers on the budget. They anticipate budget cuts system wide at \$30 million, with \$2.5 million of that being from the DDC. Tuition strategies are being reviewed as well. DDC is looking at about a 4% general increase to everyone. Currently students within 13 – 18 credits are getting those credits for free will begin to pay for these over the next 3 years. A fund of a onetime scholarship for students is being reviewed to help these students with these new costs. Sources and uses of money are being gathered from all of the schools and colleges. If you are interested in seeing this information, contact the BPC person within your school or organization. 3 new program proposals are being brought in front of the BPC to be reviewed and to the Regents by their April Meeting.

1:10 PM

Guest Speaker (s):

David Thomas – *Manager, Academic Technology*

BlackBoard / ECollege – Project Plan Update

David discussed the need and opportunity to evaluate the current LMS (learning management systems) being used and possibly move forward with 1 system wide system. A recent questionnaire was sent out with about 150 responses – 80% of that being students. Feedback included the students desire to go to one system but didn't really have a preference. Faculty also felt that one system would be easier but were more opinionated on which system they felt was more useful. A request for proposal is being done through Procurement to have vendors respond with their products qualities and quotes. David handed out a timeline and FAQ of this process. Updates will be given in future Faculty Assembly meetings.

Mike Harper and Pam Laird

UCDALI Update

Mike and Pam announced the upcoming Non-Tenured Track Faculty Spring Event scheduled for April 12, 2012. NTTF are being asked to come and talk with other staff to discuss all the wonderful things they are doing on campus (besides teaching), professional development and meet other NTTF. Karin will be working with the group to put on this event. UCDALI will also be meeting with the Dean's to get the word out for all Non-Tenured Track Faculty.

David Clubb - *Senior Director of International Admissions and Services*

George Kacenga - *Director of International Enrollment Management*

Office of International Affairs

Policy Review - English Language Proficiency Admissions Standards

After review of the programs and students struggles with understanding of the English language in the collegiate setting, the Office of International Affairs spoke with the group on how they are looking to better prepare students for their programs. The hope is to better prepare students to be successful within the CU system. Handouts were given of the previous APS and the proposed revisions. The hope is to have these standards approved by Jan. 2013 and in place for Fall 2013. Please review these documents and if you have any questions or concerns, please contact the Office of International Affairs.

1:55 PM

New Business / Old Business –No new topics at this time

2:00PM

Adjourn



University of Colorado
Denver

Faculty Assembly – Denver Campus

Agenda

April 3, 2012

12:00 pm – 2:00 pm

Location: CU 299

- 12:00 PM **Robert Flanagan, Chair**
Introductions & Faculty Assembly Announcements
- 12:10 PM **Roderick Nairn, PhD**
Office of the Provost Update
360® Dean's Review / Evaluations: Provost Nairn
- 12:40 PM **Committee Reports:**
- | | |
|-----------------------|---|
| BPC | |
| FACAB | <i>APC – No Report available at this time</i> |
| LETTS | <i>EPPC – No Report available at this time</i> |
| UCDALI | <i>Student Government – No Report available at this time</i> |
| Diversity Committees: | <i>Disability Committee- No Report available at this time</i> |
| GLBT | |
| Minority Affairs | |
| Women's Issues | |
- 1:00 PM **Guest Speaker(s):**
CU Denver:
Leanna Clark – *Vice Chancellor of Marketing and Community Engagement*
Raul Cardenas – *Associate Vice Chancellor of Student Affairs*
Karen Klimczak – *Director of Marketing*
CCT:
Tom Leydon – *Partner / Creative Director*
Undergrad Enrollment Campaign - DDC
- 1:20 PM Jill Mcgranahan, *University & Community Engagement Manager, Marketing & Community Engagement*
Russell Poole, *Assistant Vice Chancellor for IT Services*
University Intranet
- 1:50 PM New Business / Old Business:
- 2:00 PM Adjourn



University of Colorado
Denver

DDC Faculty Assembly

Minutes

April 3, 2012

12:00 pm - 2:00 pm

CU 299

Attending Members: Farah Ibrahim, Edward Cannon, Beth Allen, Mike Harper, Mary Guy, David Bondelevitch, Stephanie Santorico, John Brett, Amanda Charlesworth, Thomas Beck, Joanne Addison, Dorothy Garrison-Wade, Pamela Laird, Regina Kilkenny, Rodney Herring, Bogdan Chlebus, Peter Schneider, Provost Nairn, and Chancellor Elliman

Guests: Leanna Clark, Raul Cardenas, Karen Klimczak, and Russell Poole

12:02 PM Robert Flanagan, Chair

- Introductions

12:10 Provost Nairn – Office of the Provost Updates

- *Dean's Review:* A question came up regarding the process by which deans are reviewed. Per Regents law, deans are reviewed every 5 years. HR notifies the Provost who follows up with those in need of review. This year, the deans of the Schools of Pharmacy and Dental Medicine are up for review at AMC. The dean submits a self-evaluation. Faculty and staff within their school or college are invited to complete a confidential questionnaire. A random cross-section of students is chosen to also complete the questionnaire. The dean can also request that the questionnaire be sent to a list of peers as well. The responses are kept confidential, compiled in a bound book by HR, and reviewed by the Provost with the dean. This becomes a part of their permanent employee record. Provost Nairn then informs the dean about re-appointment by letter.
- *Regents Board Meeting:* The next Board of Regents meeting will be on April 18th and 19th. A further discussion is anticipated on Tuition. The student focus would be undergraduate students. Ideas are being reviewed to help students with Financial Aid / help for those students with heavy course loads. Another topic for discussion is a modest salary pool. Updates to follow.
- *Searches:*
 - *School of Public Health (Dean):* David Goff has accepted the position and he will begin as Dean of School of Public Health on June 1st.
 - *College of Nursing - CON Dean:* Candidates are still in the review process.
 - *Diversity Candidate:* Currently reviewing candidate applicants.
 - *Campus Architecture:* Search is currently underway.
 - *College of Arts and Media (CAM Dean):* Search is currently underway.
- *Space issues:* A request of the Regents support for the Academic I Bldg. This space will be important for Student Services, lecture halls, and classrooms. The LSC 8th Floor will be renovated for a computer science program and engineering. All the proposed renovations will help with space in the North Classroom.
- *New Programs:* A Masters in Mathematical Education and PhD in Integrative Biology. The June Mtg. / BPC discussion tentatively discussion on an undergraduate degrees in Bio-

Engineering and Architecture. There are several other programs that are up for discussion as well. The Business school is also looking to rename some of the current programs.

- *Introduction: Don Elliman* – Don Elliman discussed his background and vision for UCD of teamwork and anticipation of growth. Questions from the group included: the new proposed mascot for the Denver Campus, meeting opportunities with Faculty, Staff and Students. Don likes to have an open door policy. He feels that this will help build a teamwork atmosphere and culture.

12:30 PM Robert Flanagan, Chair

- March Minutes Motion: Farah Ibrahim
Seconded: Dorothy Garrison-Wade
- Unanimously Approved

12:35 PM Committee Reports:

BPS: *Peter Schneider* – BPC has discussed the current state budget and how UCD should proceed with budgeting. Reports on a hiring plan to help backfill some administrative positions was reviewed. A presentation on sources and uses was helpful to see how resources are used to help streamline the campus budgets. The group also saw the Undergraduate Enrollment Campaign that the FA will soon see. BPC will work together and use the beginning of their meetings to help build a framework for Chancellor Elliman. The previous retirement incentive that was in place will be reviewed and discussed.

FACAB: *Joy Berrenberg* – No Report at this time

LETTS: *Joanne Addison* – The last meeting for LETTS will be to review goals and objectives for the upcoming year. Please send any issues or concerns to Joanne to take as an agenda item. COMIRB has a new website that should be UCD specific. LETTS is helping testing the website and providing feedback. LETTS will stay involved in the Online Faculty Advisory Committee to discuss the needs for 1 learning management system. A discussion on the needs and future of the Center for Faculty Development (CFD) will be held soon. Please send ideas to Joanne to help develop this resource for faculty and staff.

UCDALI: *Mike Harper & Pam Laird* – An announcement of the upcoming UC DALI Spring 2012 Event on April 12th, 2012 in the North Classroom. A flyer was distributed throughout the campus and mailboxes. The goals are to gather information on the great things that lecturers and instructors are doing at UCD. A survey was created for non-tenured track faculty to complete.

Diversity Committees:

GLBT: Edward Cannon – An announcement of the Fall Symposium will be held on October 19th, 2012 in St. Captain John's – How Queer is Your Campus. This will be a system wide event. Karin will distribute the information and flyer to the group when received.

Minority Affairs: Dorothy Garrison-Wade – The second of the Focus Series event will be held on April 25th, 2012, 11:00 am – 12:15 pm in the Auraria Friends Conf. Room in the Library. The focus for this will be for Faculty and Staff. Lunch and a free jump drive will be provided. Karin will forward the event flyer. If you are interested on the resources on the jump drive, please contact Dorothy Garrison-Wade

Women's Issues: Beth Allen – The Women's Committee hosted a successful event on February 27th with a presentation from Mary Coussons-Read. If you are interested in information or joining the group, please contact Elizabeth Allen. Please find information on the WIC website, which will be under revisions and be a great place to find information.

Student Government: No Report at this time

David Bondelevitch had gathered interested people to help head the following important committees and hopefully be up and running by Fall 2012. A leadership focus is essential for these committees to be successful. Updates will follow when the elections are held and Chair's of the committees are announced.

APC: No Report at this time

EPPC: No Report at this time

Disabilities: No Report at this time – Not active this year

Auraria Library: *Rodney Herring* – The Library has funding and strategic planning in place to be revised in the Fall. If you have ideas and questions about the Library please contact Rodney. Other items up for discussion included the inter-library book loan system and issue of missing books.

Guest Speaker (s):

1:10 PM

Leanna Clark – *Vice Chancellor of Marketing and Community Engagement*

Raul Cardenas – *Associate Vice Chancellor of Student Affairs*

Karen Klimczak – *Director of Marketing*

Undergrad Enrollment Campaign – DDC

The group showed a fantastic presentation, “Think Tank”, on the new undergraduate enrollment campaign. There are 5 initial pilot high schools as well as community colleges. New marketing and advertising will help new and transferring students how great UCD is for their higher education degree and build branding. Karin will forward the presentation.

1:40 PM

Russell Poole, *Assistant Vice Chancellor for IT Services*

University Intranet

Russell discussed the proposed plan for a new Intranet system for Faculty and Staff. Faculty is concerned on the budgeting process and if it has been seen by BPC. The primary focus of the intranet will be functionality, and ability to find and use resources. A handout was given with the proposed layers of the Intranet SharePoint for faculty and staff to utilize the different areas of the intranet. Concerns included how much the schools and colleges would have to pay for these continued website changes. A focus of the new intranet is to streamline the technology for faculty to better and more easily do their jobs. Please send any ideas or concerns to the ATEL team or Russell Poole.

1:55 PM

New Business / Old Business –No new topics at this time

2:00PM

Adjourn



University of Colorado Denver | Anschutz Medical Campus

University of Colorado AMC & DDC Faculty Assembly Meeting

May 1, 2012

11:30 am – 1:00 pm

1:00 pm – 2:00 pm - DDC FA Meeting

Anschutz Medical Campus (AMC) – Education 1 – V26 - 1400

Downtown Denver Campus (DDC) – CU Bldg. – CU299

Agenda

- 11:30 am** **David Thompson**, Chair AMC Faculty Assembly
Robert Flanagan, Chair DDC Faculty Assembly
Introductions & Announcements
- 11:35 am** **Jill Pollock** - Vice-President, Human Resources (Tentative @ DDC)
Mark Stanker - PBS
Health Care Trust
- 12:00 pm** **Roderick Nairn**, Provost (DDC)
Provost's Update
- 12:20 pm** **L. Ashton Chase** – Senior Director of Development (AMC)
CU Foundation Faculty & Staff Giving Campaign
- (1:00 pm Joint Meeting Adjourns)*
- 1:00 pm** **Robert Flanagan**, Chair DDC Faculty Assembly
 Chair Report
 Faculty Assembly Announcements
- 1:20 pm** **CU Boulder - CAM**
- 1:40 pm** **Committee Reports:**
 BPC
 FACAB *APC – No Report available at this time*
 LETTS *EPPC – No Report available at this time*
 UCDALI *Student Government – No Report*
 Diversity Committees: *available at this time*
 GLBT *Disability Committee- No Report available*
 Minority Affairs *at this time*
 Women's Issues
- 2:00 pm** **Adjournment**

**University of Colorado Denver
Faculty Assembly
Annual Meeting**

May 1, 2012

11:30 am - 1:00 pm - Joint Meeting with DDC

1:00 pm - 2:00 pm - DDC Monthly Meeting

CU 299

Minutes

Attending: Farah Ibrahim, Bruce Neumann, John Brett, Stephanie Santorico, Beth Allen, Joanne Addison, Dorothy Garrison-Wade, Elaine Jurries, Judith Coe, Tom Beck, Pamela Laird, Amanda Charlesworth, David Bondelevitch, Peter Schneider, Robert Flanagan, Joy Berrenberg, Jeff Merkel, Regina Kilkenny, John McDowell, Mary Guy, Amir Ameri, and Mohsen Tadi

Guests: Jill Polluck, Mark Stanker, and L. Ashton Chase

11:30 AM Robert Flanagan (DDC Assembly Chair) and David Thompson (AMC Assembly Chair)

- Meeting called to order

11:35 AM AMC Faculty Assembly Election Results (to begin in July):

- Chair: David Port
- Vice Chair: Paula Meek
- Secretary: Gina Moore

11:45 AM Announcement:

- Joanne Addison (DDC Vice Chair) has been elected as the new Faculty Council Secretary

11:50 AM Jill Pollock (Vice-President, Human Resources)

- *Health care trust.* The background of the Health & Welfare Trust was provided. The entity was structured in fiscal year 2010. The trust was to be self-funded for CU health plans to employees, flex plans, families of employees and retired faculty. KPMG audited its fiscal state in 2011. The results are available at the Payroll & benefits website. In 2012, faculty and exempt professionals will see a decrease ($\approx 5.5\%$) in the monthly rates of plans in every category (excluding Kaiser Permanente). There will be a switch from Anthem Blue Cross Blue Shield to Cigna. The effects of this will be minimal. The flex spending plans have also changed from a \$6000 maximum deduction a year to \$2500 maximum deduction a year. The Trust has received a recommendation from UBAB and circulated through the AMC FA to have 1 staff and 1 faculty member become non-voting members. Ms. Pollock would like to return in July to get names of anyone interested in joining.
- *Open enrolment:* It is now open and closes at 5 pm 5/25. Everyone needs to select their plan and benefits. If no choice is made, enrollee will be entered into the no cost, high deductible plan. The formulary is changing so that it now includes four tiers, i.e., two non-preferred categories are being included. Be sure to allow time for verification if adding new participants. Go to the PBS main page at <https://www.cu.edu/pbs/> for comparisons and changes.
- If you have any suggestions or ideas for the Healthcare Review Panel, please email Jill Pollock at Jill.Pollock@ucdenver.edu.
- *Be Colorado Wellness Program.* 1% of the trust budget has been set aside for wellness initiatives, which is the foundation for the *Be Colorado* program. We are the healthiest state, but still have room for improvement. The goals of *Be Colorado* are to enhance health condition of the participants, generate a culture of health, and add

to body of knowledge to wellness. Since *Be Colorado* is funded by the trust, only trust participants can participate in the programs. With the program there is a health risk assessment online, which is interactive with suggestions to better your health. Currently, HR is looking on how to get more participation in the *Be Colorado Wellness Program*. Some good news associated with the program is those who did participate saw a reduction in general health problems, such as high blood pressure; however, there is an increase in depression, asthma, and drinking. HR has also funded other programs with the 1% trust budget for wellness initiatives, such as Colorado Weigh.

12:25 PM L. Ashton Chase (Senior Director of Development, AMC)

- *CU Foundation Faculty & Staff Giving Campaign*. Discussed the positive impacts of the Faculty & Staff Giving Campaign. It is 100% voluntarily. Developing task forces and steering committees with 2-3 representatives from each school or college. The program is planned to be launched at the same time as the academic year, i.e., in August or September of 2012 at AMC. Currently there are two videos that are available on the impact that the giving campaign has had and how positive it makes employees feel about giving. A video from Boulder was shown. Want to develop a video for AMC and have faculty/staff provide input on video contents. Karin Rees will send out the links to allow viewing of all videos.

12:45 PM New business (both campuses)

- *Center for faculty development (Joanne Addison)*: J Ellen Stevens, Director of Center for Faculty Development, will be retiring in June. A steering committee has been formed to help determine the needs of the Center and work with the interim director until a replacement can be found. The interim person and newly appointed director will be supporting both DDC and AMC. Robert Flanagan would like to put together a team to help search for someone for the CFD, which Pam Laird has volunteered to help with. Also, David Thompson would like to get a group together to solve this issue and help support faculty on both campuses. Joanne Addison suggested that the FA should talk to Laura Goodwin about creating a CFD on the AMC.

12:55 PM Provost's report (Roderick Nairn, Provost)

- *Board of Regents Meeting*: Tuition increases are less than had been originally proposed. Pay raise plan will be 2% if salary is < \$100,000, 1% if salary is \$100,000 - \$175,000, all based on merit, but will not be more than 4%.
- *New Programs*: PhD – Interactive Biology, Masters in Mathematical Education, name changes to the Business School / College of Engineering, and the Master Plan to Academic 1 has been approved.
- *Searches*:
 - o CAM Dean – process has begun last week and updates will be given in future meetings. CON Dean – 2 finalists have been chosen, recommendations to be given.
 - o Diversity – process is still ongoing.
 - o CAP Dean – search is underway and candidates are being reviewed.
 - o Faculty Ombudsperson – applications are being reviewed.

1:15 PM Technology Review Committee

- Currently, the CAP has been sent to Boulder and divorced from the Denver campus. With Architecture and Planning, there is one CAP for the state, but each school can have different units. In the past, the CAP has been in Boulder, but taught by UCD staff and the students get a Boulder degree. Now people think there should be a separation to the program, where Boulder and Denver have some kind of undergraduate program. Right now the University of Colorado Denver is trying to figure out how to separate the two campuses and make-up for the loss of Boulder funding. There will be a slow transition until enough students are in the program. The CAP undergraduate offices will probably take over the CU building. Boulder is supporting Denver in the separation, but both campuses are still figuring out what they are doing.
- There is a lot of uncertainty in the CAM because they are unaware of who the dean will be.

- Current unanswered questions:
 - o What opportunities are there for faculty, to do new things that do not threaten or duplicate what is being done in Boulder?
 - o Is there a case being made for a particular program that the University of Colorado does not want two of, such as a recording program at both Denver and Boulder? (We don't want duplicate programs because of how close the Boulder and Denver Campus are to each other).
 - o How can we be innovative with new programs that have a rich real world application?
 - o How can we have programs at Denver that are Denver specific (because it would be too costly to duplicate in Boulder)?

1:50 PM Committee Reports

- *APC* - No report.
- *BPC* - Approved budget proposal for bachelor in architecture program.
- *FACAB* - No report.
- *LETTS* - Names of new members will be announced soon.
- *UCDALI* – The spring even was held, which was huge success. The theme was “what do you do at UCD besides teach?” UCDALI had people talk about awards, responsibilities, and work. Also, UCDALI had around 200 responses about what people do outside of teaching.
- Diversity:
 - o *GLBT*- No report.
 - o *Minority Affairs Committee* - The Minority Affairs committee recently had a workshop with their second focal group, which had over 30 members. The workshop had a combination of faculty and staff gathered to talk about inclusion. They received good feedback, which they are still compiling. After compiling all of the feedback from the Minority Affairs workshops, they want to write a paper about student, faculty, and staff findings on information on inclusion. The Minority Affairs committee has found that the faculty really wants to be heard and feel like their input matters.
 - o *Women's Issues Committee*: No update, but the Faculty Council's women's committee is trying to focus on faculty and is open to any suggestions.



University of Colorado
Denver

Faculty Assembly – Denver Campus

Agenda

September 4, 2012

12:00 pm – 2:00 pm

Location: CU 299

- 12:00 PM **Robert Flanagan, Chair**
Introductions
- 12:05 PM **Robert Flanagan, Chair**
Chair's Report
Faculty Assembly Announcements
- 12:30 PM **Guest Speaker(s):**
Leanna Clark – *Vice Chancellor of Marketing and Community Engagement*
Raul Cardenas – *Associate Vice Chancellor of Student Affairs*
Karen Klimczak – *Director of Marketing*
Think Tank Updates / Undergrad Enrollment Campaign - DDC
- 12:50 PM **Committee Reports / Updates:**
- | | |
|--------------------|------------------------------|
| BPC | |
| FACAB | <i>Diversity Committees:</i> |
| LETTS | GLBTI |
| UCDALI | Minority Affairs |
| APC | Women's Issues |
| EPPC | Disability Committee |
| Student Government | |
- 1:05 PM **Roderick Nairn, PhD**
Office of the Provost Update
- 1:50 PM New Business / Old Business:
- 2:00 PM Adjourn

Next Meeting:

Tuesday – October 2, 2012

12pm – 2pm

CU299



University of Colorado
Denver

DDC Faculty Assembly

Minutes

September 4, 2012

12:00 pm - 2:00 pm

CU 299

Attending Members: Robert Flanagan, Randall Tagg, Stephanie Santorico, Joann Addison, John Brett, Rod Muth, Amanda Charlesworth, John Wyckoff, Bruce Neumann, Denise Pan, Mary Buy, Nathan Thompson, Nancy Ciccone, Pamela Laird, Michelle Carpenter, Edward Cannon, David Bondelevitch, Judith Coe, Bill Cherowitzo, Joy Berrenberg, Sondra Bland, Erick Baker, and Doug Krause

Guests: Leanna Clark, Raul Cardenas, Karen Klimczak

12:10 PM Robert Flanagan, Chair

- May DDC / AMC Faculty Senate Meeting Minutes:
 - Motion to Approve: Joy Berrenberg - Seconded: Mary Guy
 - Unanimously Approved
-
- Assembly Update: Bob thanked everyone back from the summer vacation. Discussion began about the DDC Faculty Assembly upcoming goals, and how to better support the DDC FA committees. The DDC Faculty Assembly Executive Committee is working on structuring the DDC FA supported committees and sub-committees. A clarification of the requirements for the Chair / Co-Chair, Chair-elect and secretary as well as determining a stipend schedule will be reviewed.
 - Security concerns on campus will continue to be discussed. Faculty requested to have representatives from the BETA Team to come discuss resources for Faculty. Karin will send out information on how the BETA Team can help faculty and how to contact them.
 - John Brett had questions regarding the policy on the Tuition Benefits. A handout of the current policy on Tuition Benefits was handed out. The concern was that only faculty and staff, not their spouse or children are eligible for the benefit in the graduate programs. It has been forwarded to the Academic Personnel Committee (APC).
 - Discussion regarding the 1/6th Rule was discussed. At this time, the DDC FA has requested that this be discussed in the Academic Personnel Committee (APC) for review. Updates to follow.
 - The DDC FA recently received a draft policy from Michel Dahlin regarding Courses taught at home. This request has been sent to the Educational Policy and Planning Committee (EPPC). Updates to follow.
 - We had received a request for the renewal terms for the following people to the Faculty Council – Privilege and Tenure Committee. It has been requested of the DDC Faculty Assembly to allow the renewal memberships of: Gita Alaghband, Michael Jenson, Bill Cherowitzo, and Joy Berrenberg. Bill Cherowitzo gave the group a background of the System-wide Privilege and Tenure Committee. The group is currently expanding and is also looking for 1-2 more members from the Downtown Denver Campus. The group currently meets every semester. The group asked for anyone previously listed to step out of the room to discuss any concerns. It has been suggested from the DDC FA: Motion to approve re-

nomination of Gita Alghband, Michael Jenson, and Joy Berrenberg (2 year terms) and Bill Cherowitzo (3 year term). It was also recommended for all new members to be elected to a 3 year term. Unanimously Approved.

1:10 PM

Guest Speaker (s):

Leanna Clark – *Vice Chancellor of Marketing and Community Engagement*

Raul Cardenas – *Associate Vice Chancellor of Student Affairs*

Karen Klimczak – *Director of Marketing*

Think Tank Updates / Undergrad Enrollment Campaign – DDC

- The DDC FA saw a presentation on the recent undergrad enrollment campaign. The data gathered during the last few months have been very beneficial on determining the best ways to reach out to new / transfer students. In the future, more high schools will be brought into the campaign and new avenues of communication. The presentation is available for viewing online

at: http://www.ucdenver.edu/faculty_staff/faculty/assembly/downtown/Pages/AgendasandMinutes.aspx

1:21 PM

Dr. Nairn – Office of the Provost Updates

- The Building of Academic 1 on the DDC is moving forward.
- The CU Building is being reconfigured for space in CAP and other undergrad programs. This decision awaits Regents approval.
- Program Approvals: Student Programs in Tivoli
- The Business School Building is now open. UCD recently hosted a Block Party. If you have not had a chance to go through, please try and visit the new facilities.
- Announcement: The new Chief Diversity Officer is Brenda Allen. Please take the time to meet with her and welcome her into her new role.
- The College of Arts and Media Dean search is underway. Currently Laura Goodwin is serving as interim.
- Announcement: The new College of Nursing Dean is Sara Thompson. Please take time to welcome her into her new role.
- Strategic Planning is a current focus for Chancellor Don Elliman. He plans to work with the Deans and UPAC on needs.
- Enrollment Management is seeing a decline in the Graduate School. FACAB may need to review the grid again to see if times and locations are a concern.
- The Technology Review Committee will be meeting to continue discussion on the proposed intranet and its features.
- President Benson and Chancellor Don Elliman will be meeting to discuss technology and educational differences between CU and other colleges.

1:47 PM

Committee Reports:

Rod Muth discussed the prior initiation of the current DDC FA By-laws, Constitution and Committee structure.

- **APC - Academic Personnel Committee:** *Pam Laird* – APC will be meeting on the 4th Tuesday of every month. Laura Goodwin will be the Administrator support for APC. Current issues to discuss include: 1/6th Rule, OMBUDS, P & T Advisors, Compression and CFD.
- **BPC – Budget Priorities Committee:** *Peter Schneider* – The first meeting will be held on 9/10/2012. Updates to follow.
- **EPPC – Educational Policy and Planning Committee :** *No Report at this time*

- **LETTS – Learning, Educational Technology, Teaching and Scholarship Committee:**
No report at this time
- **Diversity Committee** – *No report at this time*
 - **Disabilities:** *No Report at this time*
 - **GLBTI:** *Edward Cannon* – GLBTI is having a University-wide Symposium. Karin will send out the registration link. Space is limited so please try and sign up early.
 - **Minority Affairs:** *Denise Pan* – MAC continues its efforts from last year. The first meeting will be held next week.
 - **Women’s Issues:** *No Report at this time*
- **FACAB:** *Joy Berrenberg* – FACAB will be having their first meeting next week.
- **Student Government:** *No Report at this time*
- **UCDALI:** *Pam Laird* – UCDALI had their first meeting last week and have begun planning their Fall event.
- **UBAB – University Benefits Advisory Board:** *Bruce Neumann* – UBAB is finally staffed with 4 Faculty and 3 Staff Members. President Benson renewed the current APS as stands regarding the continuing role of UBAB. UBAB is a system wide committee that reviews benefits for staff and faculty. Bruce would like to invite faculty and staff leadership to each of the meetings. Invitations to the Faculty Assembly will be soon to visit. Plan design issues, and Translation from the Health Trust are current agenda items under review. Updates to Follow.

1:55 PM **New Business / Old Business –No new topics at this time**

2:00PM **Adjourn**



University of Colorado
Denver

Faculty Assembly – Denver Campus

October 2, 2012
12:00 pm – 2:00 pm
Location: CU 299

Agenda

- 12:00 PM **Robert Flanagan, Chair**
Introductions
Approval of Minutes
- 12:05 PM **Roderick Nairn, PhD**
Office of the Provost Update

Guest Speaker(s):

- 12:15 pm **OMBUDS**
Melissa Connell, Peter Bryant, & Barry Rumack
- 12:30 pm **BETA**
Raul Cardenas – AVC, Student Affairs
Sam Ortiz - AVC, University Life & Dean of Students

Committee Reports / Updates:

APC	<i>Diversity Sub-Committees:</i>
BPC	GLBTI
EPPC	Minority Affairs (MAC)
LETTS	Women’s Issues (WIC)
Student Government	Disability (DisC)
Diversity Committee (DC)	UBAB
UCDALI	FACAB

- 1:30 PM **Robert Flanagan, Chair**
Chair’s Report
- 1:55 PM New Business / Old Business:
- 2:00 PM Adjourn

Next Meeting:

Tuesday – November 6, 2012
12pm – 2pm
CU299



University of Colorado
Denver

DDC Faculty Assembly

October 2, 2012

12:00 pm - 2:00 pm

CU 299

Minutes

Attending Members: Eric Baker, Joann Addison, David Bondelevitch, Mohsen Tadi, John Brett, Dorothy Garrison-Wade, Judy Coe, Doris Kimbrough, Michele Carpenter, Nathan Thompson, Stephanie Santorico, Bruce Neumann, Amanda Charlesworth, Amir Ameri, Thomas Beck, Pamela Laird, Kariann Yokota, Sam Walker, Rod Muth, Kathryn Cheever, Hans Rosenwinkel, Sondra Bland, and Nancy Ciccone.

Guests:

OMBUDS Team: Melissa Connell, Peter Bryant, Lisa Neil, and Mary Chavez

BETA Team: Raul Cardenas, Larry Loften, Kristin Kushmider, and Sam Ortiz.

12:10 PM Robert Flanagan, Chair

- September Meeting Minutes:
- Motion to Approve: Pam Laird - Seconded: Peter Schneider
- Unanimously Approved
- Introductions: Robert introduced the newly elected Chair for EPPC – Doris Kimbrough.
- Jeff Franklin requested a nomination for the Faculty Council Educational Policy University Standards Committee (EPUS). It was suggested that a member of the DDC FA Educational Policy and Planning Committee (EPPC) would be a good liaison between campus and university level committees. Doris Kimbrough will suggest this to the members of EPPC and update the group in a future meeting.
- Intranet (handout): Robert reviewed a summary of a recent meeting that discussed the proposed Intranet.

12:20 PM Guest Speaker (s):

Melissa Connell, Peter Bryant, Mary Chavez, and Lisa Neil

OMBUDS Department

The OMBUDS Group introduced the new hired Faculty OMBUDS Officer, Peter Bryant.

Mary Chavez asked to the group if they knew what the OMBUDS resources were. Some of their major focuses include; confidentiality, independence, and informality. They are also available for departmental training sessions.

Peter Bryant discussed his teaching background and previous committees he has served on throughout his career. Water bottles and stress globes were handed out to the Faculty Assembly group. Please see more details at the OMBUDS website

at: <http://www.ucdenver.edu/about/departments/OmbudsOffice/Pages/OmbudsOffice.aspx>

1:21 PM Dr. Nairn – Office of the Provost Updates

- **Dean Search:** The College of Arts and Media (CAM) Dean search is well underway. Laura Goodwin is serving as interim until the position is filled. The college will also be going through an external review.
- **Regent's Meeting:**
The Undergraduate Program in Architecture has been approved. This means that all the degrees in the Architecture Programs will now be on the DDC. Boulder will still continue to run the Environmental Design and work in a different direction. The hope is to have a transfer class in the Spring.
The Undergraduate Program in Bio-Engineering has also been approved. The focus will be a 2 + 2 program with the first two years at DDC and the following 2 years at AMC. Space and faculty are needed and will continue to be discussed.
- **New Programs:** The Masters in Health Services Research and Masters of Anesthesiology on AMC will be voted on at the next Regents meeting in November.
- **Academic 1 Building:** The Regents approved more money for the project. A review of how to configure the lecture halls and overall construction concerns will be reviewed. There will need to be an environmental analysis of the area before project can begin. Ground breaking is hoped to happen early in the New Year.
- **Intranet:** Discussion at BPC discussed the budget proposal on the Intranet. There currently is private information that needs to be addressed, especially on AMC. The Faculty Assembly has had discussion to have an oversight committee to review the budget and faculty concerns. Updates in future meetings will follow.
- **Q & A's:**
 - Joy Berrenberg asked Provost Nairn to discuss the early retirement package options. The Regents have recently approved a new opportunity for retirement. Please see all early retirement options on the Regents website or the following Policy and Efficiency Website. <https://www.cu.edu/policies/aps/hr/5016.pdf>
The new option has been sent back to the Deans at the Schools and colleges. In essence, it is a lump sum payment option in order of up to two years of base salary. This would require taxes to be paid. This would allow faculty to be hired back in a Non-Tenured positions up to 49% appointment immediately. Each Dean has been asked to evaluate to determine if they are willing to offer in their school or college.

12:50 PM

Guest Speaker(s):

Raul Cardenas, Sam Ortiz, Larry Loften, and Kristin Kushmider

Behavioral Evaluation & Threat Assessment Team - BETA Team

Larry Loften introduced the BETA team and discussed roles and campus resources for students, faculty, and staff. The BETA Team is a care team that is available for behavioral issues, life issues, and mediation, training workshops, consultation and guidance for faculty, resource center for counseling and other areas that faculty can help students. The nature and severity of the concerns will determine how the team will move forward. If the concerns are immediate, please contact campus security (x65000) or call the police at 911. The BETA team has connections to the police departments, detectives, and campus police. There are also BETA equivalent teams on both the Metro campus and the Colorado College of Denver Campus. If needed, a student can be removed from the environment until the issues are resolved. If a student is threatening themselves or anyone else, contact the police. BETA Team Contacts: call (see pamphlet handout) or complete the online form to alert the BETA Team about a student concern at: https://cudenver-jams.symplcity.com/care_report/. Please be thorough as possible when completing this form. If you would like the BETA Team to present at your school or college, please contact the BETA Team.

1:15 PM

Chair's Report:

Robert Flanagan

- Robert announced the newest member of the DDC Faculty Assembly. Rod Muth will be representing Retired Faculty on the DDC.
- Robert discussed the overview and structure of the DDC Faculty Assembly Executive Committee. The role of the group is to be sure that there is proper representation from the faculty on the Downtown Denver Campus.

1:20 PM

Committee Reports:

- **Academic Personnel Committee (APC):** *Pam Laird* – Pam announced the administrative support for APC will be Laura Goodwin. Pam will be serving as the Chair, Judy Coe will be the Chair-Elect, and Candan Duran-Aydintug will be the Secretary. APC is currently reviewing; 1/6th Rule (a sub-committee will be reviewing these concerns). A sub-committee is also being organized with Omar Swartz to address compression & inversion. Areas also under discussion include; multi-year contracts for Non-Tenured Track Faculty (on hold till early next year), a request to meet with the Center for Faculty Development (Donna Sobel) to explore needs, Bill Cherowitzo will be invited to discuss the P & T Committee, new discussion on current tuition benefits, Peter Bryant from the OMBUDS office will be invited, as well as Brenda Allen to discuss campus diversity.
- **Budget Priorities Committee (BPC):** *Pam Laird* – Jeff Parker (CFO) was at the last meeting and addressed budget concerns. The Regents always watch tuition, but Jeff is working on how to address Regents concerns and the need for investment in the University. BPC will continue to meet to create proposals to take to the Regents.
The Salary process from last year was under review. The proposed new Learning Management Systems budget continues to be discussed. Faculty Compression and budget concerns regarding the proposed faculty intranet are also on the horizon for discussion.
- **Educational Policy and Planning Committee (EPPC):** *Doris Kimbrough* – At the first meeting Doris Kimbrough was elected Chair, Chair-Elect will be Rebecca Hunt and the Secretary will be Lanny Devuono. Rebecca Hunt will also be working with the LETTS committee to report back to EPPC. The group is currently reviewing the draft policy regarding Courses Taught at Home that was initiated from Michel Dahlin. Discussions also include Online Learning and its impacts on the DDC. A set of Operating Procedures and organization structure is being created.
- **Learning, Educational Technology, Teaching & Scholarship Committee (LETTS):** *Randall Tagg* – The first LETTS meeting will be held tomorrow. The group will begin to develop operating procedures. Upcoming topics include; Learning Management Systems – support for faculty that will not be familiar with the chosen system, student creative work spaces, and digital scholarship tools. Randall will also be working with Bob Damrauer on the Chancellor's Committee that will be reviewing system-wide technology concerns.
- **Regina Kilkenny- Learning Management Systems Updates**
ATEL is currently reviewing the final candidates for the upcoming new LMS. After this process is decided, it will be reviewed by Procurement. The budget will be reviewed to provide training for faculty and staff. Regina will continue to update the assembly with any updates.
- **Diversity Committee (DC)** - No report at this time
- **Disabilities:** - No Report at this time
- **Gay, Lesbian, Bisexual, Transgender, & Intersex (GLBTI):** *Edward Cannon* – No Report at this time – Robert informed the assembly of the upcoming GLBTI system-wide symposium to be held on Friday October 19th. Space is limited so please be sure to register asap.
- **Minority Affairs (MAC):** *Dorothy Garrison-Wade* – The group has invited Brenda Allen to come to discuss her vision and objectives. The recent Focus groups have worked on Diversity and Inclusion. A summary of the findings noting key points will be handed out to faculty at an upcoming DDC Faculty Assembly Meeting.

- **Women's Issues (WIC):** - *Sondra Bland* – Sondra announced an upcoming brown bag on November 14th. Sondra will send Karin the information to forward to the group. The group has also invited Brenda Allen to attend.
- **Faculty Advisory Committee to the Auraria Board (FACAB):** *Joy Berrenberg* – Last year the group discussed classroom etiquette. Copies will now be hung in all classrooms. Copies will be available for download. The shift to the grid was also a concern that it has hampered undergraduate enrollments. FACAB will need specific proposals and what would be your ideal time blocks. Please send these specific proposals to Karin Rees or Joy Berrenberg. Another area for concern is how faculty is able to address concerns on classroom design. Please feel free to contact Joy Berrenberg with any questions or concerns. Pam Laird had asked about the past discussion on the smoking policy. It was determined that faculty will have to address students smoking to close to campus buildings.
- **Student Government Association (SGA):** - No Report at this time
- **UCD Assoc. of Lecturers & Instructors (UCDALI):** *Sam Walker / Pam Laird* – The first focus for the group will be discussion regarding multi-year contracts for Non-Tenured Track Faculty.
- **University Benefits Advisory Board (UBAB):** *Bruce Neumann* – The system-wide group proposed that faculty be appointed to the Health & Welfare Trust to represent faculty and staff from each campus. It has taken since January to get something approved. Bruce is currently working to get recent appointments (*Angela Bryant – UCB*) to have this be a system-wide representation. A recent email was sent out regarding The Little Clinics that will be offered inside participating King Soopers. Co-pays will cover services offered at these clinics. Fiscal and financial issues being addressed is the ratio reported under Obama Care. Currently states that if there is an overage of funds that it would be refunded back to the plan. The national average is at 80% of the premiums that have to be used as benefits to the enrollees. Bruce ran numbers and our rate of return has been between 93% - 94%. Bruce hopes to continue to have these numbers reported. Recent peer groups / schools were reviewed. At this time UCD is either a cheap plan or we are very efficient! There is a range of \$500 - \$600 less value than our peers. There will also be an upcoming plan design. Please look for announcements to submit your ideas / proposals.

1:55 PM **New Business**

2:00PM **Adjourn**



University of Colorado
Denver

University of Colorado - Downtown Denver Campus Faculty Assembly

November 6, 2012
12:00 pm – 2:00 pm
Location: CU 299

Agenda

12:00 PM **Robert Flanagan, Chair**
Announcements
Introductions – Brenda Allen: AVC – Office of Diversity and Inclusion
Approval of October Meeting Minutes

12:05 PM **Dr. Regina Kilkenny**
Office of the Provost Update

Guest Speaker(s):

12:15 PM **Dr. Regina Kilkenny / David Thomas / Bob Tolsma**
Online Courses / Learning Management System (LMS) – Update

12:50 PM **Cary Weatherford**
Academic 1 Building Update

1:15 PM **Committee Reports / Updates:**

- *Academic Personnel Comm. (APC)*
- *Budget Priorities Comm. (BPC)*
- *Educational Policy & Planning Comm. (EPPC)*
- *Faculty Advisory Comm. to Auraria Board (FACAB)*
- *Learning, Educational Technology, Teaching & Scholarship (LETTS)*
- *Student Government Assoc. (SGA)*
- *UCD Assoc. of Lecturers & Instructors (UCDALI)*
- *University Benefits Advisory Board (UBAB)*
- *Diversity Committee (DC)*
- **Diversity Sub-Committees:**
 - *Gay, Lesbian, Bisexual, Transgender, & Intersex (GLBTI)*
 - *Minority Affairs Committee (MAC)*
 - *Women's Issues Committee (WIC)*
 - *Disability Committee (DisC)*

1:45 PM **Robert Flanagan, Chair**
Chair's Report

1:55 PM **New Business / Old Business**

2:00 PM **Adjourn**

Next Meeting: December 4, 2012, 12:00 pm – 2:00 pm, LSC - Chancellor's Conf. Room



Downtown Denver Colorado - Faculty Assembly

November 6, 2012

12:00 pm - 2:00 pm

CU 299

Minutes

Attending Members: David Bondelevitch, Robert Flanagan, Bruce Neumann, John Wyckoff, Michelle Carpenter, Joann Addison, Stephanie Santorico, Thomas Beck, Kariann Yokota, John Brett, Kathryn Cheever, Amanda Charlesworth, Rodney Herring, Eric Baker, Pamela Laird, Nancy Ciccone, Peter Schneider, Nathan Thompson, Sam Walker, Edward Cannon, Dorothy Garrison-Wade, Doris Kimbrough, Sondra Bland, Laura Goodwin, Randall Tagg, Rod Muth, and Danielle Varda

Guests: Brenda Allen, David Thomas, Bob Tolsma, Regina Kilkenny, and Cary Weatherford

12:08 PM **Robert Flanagan, Chair**

- October Meeting Minutes
 - Motion to Approve (w/ revisions): Bruce Neumann - Seconded: David Bondelevitch
 - Unanimously Approved w/ revisions
- Introductions: Robert introduced our new Associate Vice Chancellor of Diversity and Inclusion – AMC / DDC, Brenda Allen.
Dr. Allen spoke to the group about her background and her recent move to lead the Diversity and Inclusion Office. A handout was distributed with the Strategic Plan for 2012. It can also be found on the DDC Faculty Assembly website
@ http://www.ucdenver.edu/faculty_staff/faculty/assembly/downtown/Pages/AgendasandMinutes.aspx.

12:20 PM **Dr. Regina Kilkenny**

Office of the Provost Updates

- **Dean Search:** The College of Arts and Media (CAM) Dean search is well underway. Laura Goodwin is serving as interim until the position is filled. The college will also be going through an external review.
- **DDC Budget Retreat:** During the next 6 weeks the DDC will be reviewing the budget. Each of the campuses this year will be reviewing their budgets as well.
- **Auraria Library Remodel:** There are few dollars available for renovations this year. Discussion on using internal funds to address the biggest issues is on the table. The library has been rearranging and reviewing current catalogs to help with space and utilizing used furniture to make the space better.
- **Center for Faculty Development (CFD):** The Center for Faculty Development has received results of the external review and is being reviewed by the CFD Advisory Board. Dr. Allen is highly involved in the Advisory Board and the mentor opportunities available for staff through the Center. Dr. Allen asked for anyone interested in participating. Please contact Brenda Allen if you are interested I joining @ Brenda.Allen@ucdenver.edu.

12:26 PM **Guest Speaker(s):**

Dr. Regina Kilkenny, David Thomas, and Bob Tolsma

Learning Management Systems (LMS) Update – David Thomas spoke to the group about the not yet released information on the vendor that was chosen as the new Learning Management System. Procurement should announce the vendor within the next few days. Starting now until the Summer of 2014, CU Online will start the migration from eCollege and Blackboard to the new system Canvas. Deans / Associate Deans on both AMC and DDC have been notified a formal announcement will be announced soon. Spring 2013 - intended pilot series (roughly 6 months) with tentatively 25 courses is anticipated. The Summer of 2013 – A focus during this time will be to get as many courses online as possible, consider this a opt in period. Then in Fall 2013 - The hope is to get the remaining courses into the system. By Spring of 2014 the hope is to have every class out of eCollege and Blackboard. CU Online will be working with all faculties to help them to move content from the previous systems to the new Canvas system. The schedule for this to occur will be announced. As online courses are more mission critical; they will offer one of two programs to online faculty. One option is a stipend or nice hardware award option for faculty who to invest the extra time to upgrade your courses. The second option is that they will assign a structural designer to work with faculty to complete. The goal is to build better platforms for teaching and students. If you are interested in joining the pilot of our new LMS, please contact David Thomas @ David.Thomas@ucdenver.edu.

Online / Course Development Discussion – Bob Tolsma handed out an overview of the current Technology-related Task Forces at UCD. This handout explains the background, memberships, and goals of all the technology related committees at both campus and system-wide level committees. Departments are on the front lines when making decisions on how courses will be taught and structured. A funding program is anticipated for the development of online courses. Different incentives are being reviewed for opportunities. The discussion is still ongoing and has been forwarded to the DDC Faculty Assembly – LETTS Committee for further review.

1:20 PM

Cary Weatherford – Institutional Planning

Academic 1 Building Update / Presentation

Cary presented the group with the current status and design plans for the Academic 1 Building. The building will be on the corner of Speer Blvd. and Larimer Street. This is a great location for CU to establish its identity on campus. The building is a green facility with focuses on student services, and has well placed CU Branding. Groundbreaking is anticipated to begin late January 2013 with a completion date in Fall 2014. Backfill of the classrooms will continue thru Fall 2015. Concerns from staff included the need to cross Speer and how can we assure the safety of faculty, staff and students.

1:35 PM

Committee Reports:

- **Academic Personnel Committee (APC):** *Pam Laird* – APC has asked for Brenda Allen to speak with their committee soon. Current things under committee review include; NTTF 3 year contracts (review soon), and the 1/6th Rule - docs are being reviewed by Pam Laird and Judy Coe at this time. Tentative speakers include Bill Cherowitzo to discuss P & T, and Peter Bryant and Mary Chavez-Rudolph from the OMBUDS. Privilege and Tenure discussion topics include: sabbatical grievances and salary grievances. If you have other items that you would like APC to address, please send an email to Pamela.Laird@ucdenver.edu. If there is anyone that has staff time that is available for research, APC is looking for volunteers.
- **Budget Priorities Committee (BPC):** *Peter Schneider* – An issue that has been brought to BPC is the immediate need to develop inter-campus performance criteria for CCHE. There are also several departmental reviews in process, such as the CU Foundation at the system level, The Center for Faculty Development, the Office of Research Development and Educational Review as well as the Governor's Budget is to be reviewed this week. The 2nd week of December the

Dean's Budget's Retreat will begin to be discussed. The grid is also being reviewed to determine if adjustments are needed to help with enrollments.

- **Educational Policy and Planning Committee (EPPC):** *Doris Kimbrough* – EPPC was unable to meet in October but will meet again in November. Robert addressed the need for a Faculty Council EPUS member to be elected. This will be discussed at the next meeting – updates to follow.
- **Learning, Educational Technology, Teaching & Scholarship Committee (LETTS):** *Randall Tagg* – Randall introduced their ad-hoc member who also serves on EPPC, Rebecca Hunt. With the new announcement of the new LMS, Randall has asked that the LETTS Committee be able to help with the pilot program. Another area of discussion includes Center for Faculty Development Proposals. The Home Run Committee is beginning to meet and discussion as begun on Massive Online Open Courses. (MOOCS)
- **Diversity Committee (DC):** - *No report at this time*
 - **Disabilities:** - *No Report at this time*
 - **Gay, Lesbian, Bisexual, Transgender, & Intersex (GLBTI):** *Edward Cannon* – The recent system wide symposium held on October 19th was very successful. There were 75+ people including 2 Board of Regents Members in attendance. Videos of the event will be available online soon. Actions steps include how to facilitate to get information to Brenda Allen and her group. Edward thanked the DDC Faculty Assembly for their monetary support of the BGLTI Symposium.
 - **Minority Affairs (MAC):** *Dorothy Garrison-Wade* – MAC continues to evaluate the data collected from the Student / Faculty focus Groups. Five common themes across all levels of the CU system have been identified. Updates on the results will be provided soon. The group is also working with Brenda Allen in her new role.
 - **Women's Issues (WIC):** *Sondra Bland* – The WIC Brown Bag will be held on November 28th @ 11:00 am in Science 1086. Brenda Allen will be the guest speaker at this event. The WIC is also beginning to plan for their Spring Brown Bag which will be focusing on mentoring. The group will be working with the Center for Faculty Development on this event.
- **Faculty Advisory Committee to the Auraria Board (FACAB):** *Joy Berrenberg* – The classroom etiquette guideline forms are now posted in classrooms throughout campus. If you would like more copies, please contact Joy Berrenberg @ Joy.Berrenberg@ucdenver.edu. Recent concerns on the grid prompted discussion. Auraria, Metro and CCD are all willing to discuss different grid options as well as safety for students, faculty and staff. Please forward specific recommendations to Joy Berrenberg on how the grid could be better. The Faculty Club (9th Street) is also currently looking for new members.
- **Student Government Association (SGA):** - *No Report at this time*
- **UCD Assoc. of Lecturers & Instructors (UCDALI):** *Sam Walker* – UCDALI is currently reviewing the multi-year contract review and activity around Ad-Hoc CLAS instructors. The information is being reviewed and updates will be provided soon. The group also plans to meet with the Dean soon.
- **Auraria Library:** *Rodney Herring* – The current renovation is going well with the funding and grant money that is available. The Library has begun to look at circulation numbers before they begin deleting items from their database if you have requests, please contact your Collection

Development Librarian assigned to your department. This connection can be made by working with your Collection Development Librarian – if you are unsure who that individual is, please contact Thomas Beck @ Thomas.J.Beck@ucdenver.edu. Mary is also collecting ideas on how research librarians can collaborate with research faculty to create a research database.

- **University Benefits Advisory Board (UBAB):** *Bruce Neumann* – Bruce introduced Angela Bryan as a new faculty advisor. Currently the advisors don't have a job description. The group is deeply reviewing the rate setting process for benefits. A number of issues range from; Kaiser rates to why certain current groups have to use Univ. Hospital CO pharmacies, etc. Evidence shows that the current benefit rates for our plans are reasonable, not necessarily competitive. Bruce asked if people felt that faculty should have more of a voice in the rate setting process. In past years, faculty did have more of a voice in this process. This ability has been lost since the self-funding model created by the Healthcare Trust. Bruce suggests having a mechanism for more direct involvement and having a stronger voice regarding benefit rate setting. This topic as well as Conflict of Interest will be discussed in the future.

1:55 PM

New Business

Robert Flanagan will be discussing Faculty Record of Professional Activity Form (FRPA) at the next meeting.

2:05 PM

Adjourn



**Downtown Denver Campus
Faculty Assembly**

December 4, 2012

12:00 pm – 2:00 pm

Location: LSC – 14th Floor - Chancellor's Conf. Room

Agenda

12:00 PM **Robert Flanagan, Chair**
Announcements
Approval of November Meeting Minutes

12:05 PM **Provost Nairn**
Office of the Provost Update

Guest Speaker(s):

12:15 PM **Regina Kilkenny, David Thomas, and Randy Tagg**
Online Courses Update - Canvas Update

12:45 PM **Jeff Finch, Christine Stroup-Benham, and Dave Deffenbacher**
FRPA – Online Initiative

1:15 PM **Committee Reports / Updates:**

- *Academic Personnel Comm. (APC)*
- *Budget Priorities Comm. (BPC)*
- *Educational Policy & Planning Comm. (EPPC)*
- *Faculty Advisory Comm. to Auraria Board (FACAB)*
- *Learning, Educational Technology, Teaching & Scholarship (LETTS)*
- *Auraria Library*
- *Student Government Assoc. (SGA)*
- *UCD Assoc. of Lecturers & Instructors (UCDALI)*
- *University Benefits Advisory Board (UBAB)*
- *Diversity Committee (DC)*
- **Diversity Sub-Committees:**
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 - *Minority Affairs Committee (MAC)*
 - *Women's Issues Committee (WIC)*
 - *Disability Committee (DisC)*

1:45 PM **Robert Flanagan, Chair, DDC Faculty Assembly**
Chair's Report

1:55 PM **New Business / Old Business**

2:00 PM **Adjourn**

Next Meeting: *Please note there will no meeting held in January 2013*

February 5, 2012

12:00 pm – 2:00 pm

LSC - Chancellor's Conf. Room



Downtown Denver Colorado - Faculty Assembly

December 4, 2012

12:00 pm - 2:00 pm

LSC – 14th Floor - Chancellors Conf. Room

DRAFT Minutes

Attending Members: David Bondelevitch, Bruce Neumann, Chris Daniels, Robert Flanagan, Pamela Laird, Mary Guy, Joann Addison, John Brett, Kathryn Cheever, Dorothy Garrison-Wade, Nathan Thompson, Peter Schneider, Stephanie Santorico, John Wyckoff, Amanda Charlesworth, Kariann Yokota, Eric Baker, Edward Cannon, Rebecca Hunt, Randall Tagg, and Sondra Bland

Guests: Regina Kilkenny, David Thomas, and Christine Stoup-Denham

12:07 PM **Robert Flanagan, Chair**

- Meeting brought to order – please remember to sign in
- November Meeting Minutes
 - Motion to Approve: Bruce Neumann - Seconded: Dorothy Garrison-Wade
 - Unanimously Approved (w/ revisions)

12:10 PM **Provost Nairn**

Office of the Provost Updates

- **Board of Regents Update:** Ethnic Studies has been approved as a Major as well as several programs at AMC. The Sabbatical request and Tenure request has also been approved. Please look at the Board of Regent's website @ <https://www.cu.edu/regents/> for more details.
- **Budget:** Governor Hickenlooper is recommending more money for higher education. Budget discussions are focusing on how to increase more revenue and not to expect any funding. If the one time monies are received, the DDC could anticipate 3 million of a guesstimated 9 million for all of CU.
- **DDC Dean's Budget Retreat:** The retreat is scheduled for December 2012. The goal is to work with each school and college for at least a half day to determine next year's needs and goals.
- **Academic 1 Building:** Parking Lot R will soon be closing for construction of the new Academic 1 building to begin. Areas for discussion are that the anticipated lecture halls remain flexible for everyone that would utilize these spaces and to try and maintain technological innovations.
- **Campus Updates:**
 - International Affairs Office - English as a Second Language is currently looking to expand on the 16th Street Mall. This would be funded as an auxiliary. This department continues to grow and is a very important program for all international students to be prepared for college level classes. Areas in the CU building are being looked at for the anticipated CAP undergraduate programs.
 - Space in the Tivoli is also being looked at provide better student services.
 - Brenda Allen will be working on the Diversity Summit to be held Spring of 2013.
 - The College of Arts and Media (CAM) Dean search is still underway.
 - CEAS is starting a new Motorsports Program.
 - SEHD / CAP are beginning to focus on undergraduate programs.

- UPAC is circling back to focus on short term strategic planning. The hope is to move toward goals that were discussed during the State of the University Address. Some focuses include getting more students prepared in programs and retention to completion of desired degrees.

Guest Speaker(s):

12:30 PM **Dr. Regina Kilkenny / David Thomas / Randy Tagg**

Learning Management Systems (LMS) Update

Randy Tagg discussed the background on the decision on the newly announced LMS, Canvas. The next steps will include gathering feedback from CU Online. The DDC FA LETTS Committee is working to assist CU Online with the pilot program. David Thomas is asking any faculty that is participating in the pilot program to send any issues or feedback to him @ David.Thomas@ucdenver.edu. There is currently enough staff participating. There will be in opting- in opportunity during the summer of 2013. CU Online is currently looking to hire a Conversion Manager who will focus on conversions and implementation. There will also be support for faculty to migrate their information into Canvas. Open sessions will be offered for staff to bring questions and concerns to support staff. Funding & Hybrid courses are the most crucial topics at this time. Support for Blackboard and eCollege will remain in place until these contracts are final. If you are interested in having CU Online visit for a presentation within your school / college, please contact David Thomas. Faculty is also invited to the Winter Web Camp. It will be the week before spring class's start. You will be able to participate online or live at the LSC. The morning will focus on the features of Canvas. The afternoon sessions will look at MOOCS and integrating media more opportunities into teaching. Please look for announcements.

12:56 PM **Dr. Christine Stroup-Benham**

FRPA – Online Initiative – Christine Stroup-Benham

Dr. Christine Stroup-Benham discussed the Faculty Report of Professional Activities (FRPA) Online Initiative. Discussion began with background on the previous paper version of the FRPA. This form was completed each year and would become part of each schools / colleges merit review packet. The online form is currently is a pilot phase. The implementation will begin in January and run through mid-January. Jeff Finch and Keith Woodell have been working diligently on the beta pilot and have done a great job.

Currently the new electronic form is pulling courses from the last semester. If this is not accurate, please contact the Registrar's office. In the event that faculty is teaching courses off campus, this information can also be updated on the electronic version. Information will then be on a rolling information tracking system. There is work with Grants and Contracts to extract PI information to be added to the online FRPA. If each school and college is not prepared to go online, they can choose to run a pilot in their school / college. Options to print the form will be after the beginning of the year. At this time, each process in each school / college is currently not consistent and current routing approval of this form is being discussed. It has been requested that the Office of Institutional Research and Effectiveness start a Governance Committee to provide guidance on this process. If you are interested in helping serve on this committee, please contact Dr. Stroup-Benham.

Suggestions from the assembly included; having a current committee to oversee this implementation process and adding fields where CU service can be noted for work not only on the DDC or projects just at the campus level. Pam Laird, Chair of APC, suggested that Dr. Stroup-Benham attend the next APC meeting to discuss overseeing this process. If you have any feedback or suggestions, please contact Dr. Christine Stroup-Benham @ Christine.Stroup-Benham@ucdenver.edu.

1:35 PM

DDC Faculty Assembly - Committee Reports:

- **Academic Personnel Committee (APC):** *Pam Laird* – APC will begin to look at working with Christine Stroup-Benham on the FRPA online initiative. If you have any suggestions or concerns, please contact Pam Laird. Peter Bryant and Mary Chavez spoke with the group on the resources that the OMBUDS office can provide. After discussion with the OMBUDS Team, it was decided that APC should be involved in future grievance processes and build procedures.
- **Budget Priorities Committee (BPC):** *Pam Laird* – The BPC has been discussing the tentative one time monies from Governor Hickenlooper’s proposed budget. Unfortunately this fall, the campus did not meet enrollment projections. The administration will meet with each of the schools and colleges, and the BPC hopes that elected members of shared governance will share in these budget committees. Faculty is encouraged to speak with the Dean of their school / college to begin to have budget meetings. Budget meetings between central administration with schools and colleges are tentatively scheduled for the following dates: CLAS – 12/9/12, CEAS – 12/20/12, Grad. – 1/8/13, BUS – 1/14/13, CAM – 1/24/13, SEHD – 1/25/13, CAP – 1/30/13, and SPA – 1/25/13.
- **Educational Policy and Planning Committee (EPPC):** *Rebecca Hunt* – The EPPC group is working on rebuilding structure in the committee. Current focuses include working with the schools and colleges on current availability for participation on the committee. Rebecca Hunt, a member of EPPC, has been elected to be a member on the Faculty Council EPUS Committee.
- **Faculty Advisory Committee to the Auraria Board (FACAB):** - *No report at this time*
- **Learning, Educational Technology, Teaching & Scholarship Committee (LETTS):** *Randall Tagg* – Randy Tagg thanked Rebecca Hunt from the EPPC for her help with the LETTS committee as an ad-hoc member. LETTS has also been looking at the recent results from the Center for Faculty Development external review report and participation in the Center for Faculty Development Advisory Board, MOOCS, and work with the Denver Campus Home Run Committee. Randy is working to find a standing meeting time that will work with all the members schedules.
- **Diversity Committee (DC):** - *No report at this time*
 - **Disabilities:** - *No report at this time*
 - **Gay, Lesbian, Bisexual, Transgender, & Intersex (GLBTI):** - *No report at this time*
 - **Minority Affairs (MAC):** *Dorothy Garrison-Wade* – An executive summary based on results from the focus group meetings was handed out. Students concerns included; help with financial aid process, advising and how to get involved in peer committees. Faculty concerns included; the lack of grants and scholarships and intramural educational opportunities. Across the board there showed concerns of branding.
 - **Women’s Issues (WIC):** *Sondra Bland* – The WIC recently had their brown bag with Brenda Allen. The event was successful and the committee is excited to work with the Office and Inclusion. The group also will be working with the Center for Faculty Development in the spring.
- **Student Government Association (SGA):** - *No report at this time*
- **UCD Assoc. of Lecturers & Instructors (UCDALI):** *Sam Walker* – Recent discussion has included instructor’s service. Contracts currently are at 100% 5/5 teaching load. A suggestion to have 100% - 5/4 teaching load, which would equal a course release is being reviewed. Multi-year

contracts have been another area of focus. This topic is currently being reviewed by the Deans of the schools and colleges and will then need to return back to the DDC Faculty Assembly. Michel Dahlin is asking for any feedback until 12/14/2012. Please contact her @ Michel.Dahlin@ucdenver.edu.

- **Auraria Library:** - *No report at this time*
- **University Benefits Advisory Board (UBAB):** *Bruce Neumann* – Rate setting of benefits has been a primary concern of UBAB. With more members with recent additions of hospital affiliates, it has created an imbalance in rates. Bruce had requested to be able to take concerns of the DDC Faculty Assembly to UBAB to address current rate setting options. A suggestion to keep in mind all protections. The group unanimously agreed to have Bruce take his concerns to UBAB and give faculty a voice on decisions in the Healthcare Trust.

1:50 PM

Chairs Report

Robert Flanagan, DDC FA Chair

Robert thanked Rod Muth for his help in rebuilding structure in the DDC Faculty Assembly supported committees. With Joann's expertise, Robert would like to schedule a presentation in the spring on online courses, upcoming challenges, benefits of online courses, and how to get up to speed. The DDC Faculty Assembly will continue to support the Center for Faculty Development in its roll to support faculty.

1:55 PM

New Business

Joann Addison – The Faculty Council has been discussing redefining service. As more faculties get involved in administrative level activities, etc. the wording becomes outdated. If anyone has suggestions or ideas that could assist with the implementation to begin the steps in the approval process, please contact Joann Addison @ Joann.Addison@ucdenver.edu.

David Bondelevitch – There have been more security issues on campus. With no cameras, no security and no processes in place, David would like to discuss options to help implement better security throughout campus. This topic will be scheduled for an upcoming meeting.

2:05 PM

Adjourn