

UCDALI Executive Committee Meeting Agenda

Fall 2018 - September 11

Scheduling

2:00 – 2:15

- Monthly meeting dates and time
- Schedule Meeting with Chancellor
- CLAS Council meeting – Thurs, 9/13, 9:00 – 10:30
- LPoC Lunch – Wed, 9/26, 11:30 – 1:30

Ongoing Business Items

2:15 – 2:25 **MVP**

- Recap from Retreat
- Subcommittee meeting

2:25 – 2:35 **REPRESENTATION**

Article 5 and Campus APS -

- Updates
- Next steps

2:35 – 3:00 **COMMUNITY**

Visibility

- Website remodel

Communication

- Newsletter

Outreach

- Open meetings?
- Bridge Network – phase 2
- FALL EVENT
 - Wednesday, October 17, 11-2; Discovery Wall
 - Theme – “The YOU in UC DALI”
 - Planning & Lineup

3:00 – 3:20 **ADVANCEMENT**

Lecturer’s Ad Hoc Committee –

- Updates
- Next steps

Grants

- Dates: call & deadline

Open Forum

3:20 – 3:30

UCDALI
Executive Committee Meeting Minutes

Fall 2018 - September 11 Meeting, SC 3121

Attendees: Joanne Addison (ENG), Eric Baker (Libr), Joan Bihun (PSYC), Maryam Darbeheshti (ENG & Applied SCI), Michael Harper (Bus), Rebecca Hunt (Hist), Pamela Laird (Hist), Lee Potter (Provost's Office), Vivian Shyu (PSYC), Thorsten Spehn (PoliSci).

Welcomed at the meeting were additional "Bridge Network" attendees: Dennis Debay (SEHD), Jeff Golub (Philosophy/ICB—new ICB Liaison Executive Board Member), Elizabeth Pugliano (CAM), Christina Wilson (Business)

Scheduling

- **Monthly meeting dates and time:** Fall 2018 Meetings will be held on the 2nd Tuesdays of the month, 2:30-4pm, Student Commons 3121
- **CLAS Council meeting** – Thurs, 9/13, 9:00 – 10:30, Dean's conference room, NC 5018. Please contact Vivian S. if you'd like to attend. Topics to be discussed include Instructor-Sr. Instructor Promotion, comparison of Instructor and CTT lines, and ICB faculty retainment (suggested by Jeff G). Although this is a CLAS meetings, topics apply across
- **LPoC (Lecturers Point of Contact) Lunch** – Wed, 9/26, 11:30 – 1:30, Chancellor's Conference room, 14th floor, Lawrence Street Center—Vivian S. discussed that the purpose of this lunch is to meet with program assistants from each department and college to explain the need for dissemination of UCDALI materials and lecturer/instructor opportunities directly to their department's instructional faculty. If your program assistant doesn't already know about this lunch, please let them know and to contact Lee P with their RSVP (Lee.potter@ucdenver.edu).

Ongoing Business Items

MVP: Mission, Vision, Plan of UCDALI

- Recap from Retreat: Vivian S. recapped the progress of the August Executive Board retreat in terms of Who we are: Our mission to represent, advance and provide community for the instructional (NTTF) faculty of CU Denver.
- Subcommittee meeting will be made up of Vivian S., Rebecca H. and Jeff G. to draft an official "mission" statement for UCDALI.
- Vivian S. noted that a Elections were due this 2018-2019 academic year for 2019-2020 UCDALI Executive Board Members. Joan B. Will be sending an email to "Call for nominations" to Lee P. to send to ALL instructional (NTTF) faculty to self-nominate for any Board position. Please get involved! There is great value in knowing what UCDALI is doing to advance the reputation and representation of our instructional (NTTF) faculty.

REPRESENTATION

Article 5 and Campus APS – Joanne A. reported that the CU Regents will be getting te Article 5 and Campus APS revisions this Friday. Joanne recapped changes in Article that may include terms of qualifications for Teaching Excellence for TTF which may include “external impact” teaching has outside of CU Denver. APS 1009 addresses Multiple measures of teaching evaluation and Joanne advises we pay close attention to what happens regarding requiring the inclusion of evidence for “external impact” of teaching as it may filter down to NTTF as well. Policy 5F.i.e has also changed to state that 1 year formal notice must be given regarding termination to all instructional, research and clinical faculty as long as they have 7 years continues 50%+ time service (this includes non-tenured faculty).

COMMUNITY

Visibility

- Our update website was presented by Lee P and Vivian S. Find it at www.cudenver.edu/ucdali

Communication

- **Newsletter:** Eric B reported that the next edition has a Sept 19th target date— please watch for this in your email

Outreach

- **The UCALI FALL EVENT** will be held **on Wednesday, October 17, 11-2; Discovery Wall, library.** Vivian S. reported what the theme will be **“The YOU in UCDALI.”** Included in the event will be a discussion of whether instructional faculty would like OPEN Executive Board Meetings, and a discussion of instituting official departmental/college liaisons who will both transmit executive Board on-goings to their faculty and give official “Reporting Outs” of the concerns of their department’s/college’s instructional (NTTF) faculty at board meetings. Elizabeth P. brought up the importance of letting non-CLAS college NTTF knowing they too are represented by UCDALI and their faculty concerns need consistent representation. All in attendance agreed that ALL departments/colleges need to be represented at UCDALI and that official “liaisons” need to be in place to ensure each college’s needs/practices are discussed at our monthly Executive Board meetings.
- Vivian S and multiple others noted that all instructional faculty are welcome at any Executive Board meeting to hear and contribute to what is being discussed.
- **Bridge Network 2.0:** We will putting out a call for UCDALI Bridge Network Liaisons to both report back to instructional faculty in their departments/colleges but ALSO, bring the needs/concerns/information about instructional faculty practice in their departments/colleges to UCDALI. Mike H. noted that the value in getting involved as a UCDALI Bridge Network Liaison is that UCDAI represents All NTTP and helps instructional faculty ACROSS departments. Vivian S. noted that UCDALI representation is actively recruited by campus and system committees to presents the views of instructional faculty to inform system AND

campus policies. We have influence on Administrative Policy Statements (APS). Regents bylaws, etc. An active voice in UC DALI represents NTTF and helps reinforce the collaboration of NTTF in terms of meeting the needs of the university as a whole. What happens at UC DALI affects YOU and the university.

ADVANCEMENT

Lecturer's Ad Hoc Committee –Vivian S. reported that she and Jessica W (lecturer, SEHD) were writing a formal report to share based on their meeting with the Chancellor concerning lecturer's needs /concerns.

Grants

- **Dates: call & deadline: the NON-CLAS dissemination grant deadline for \$500 PD grants is Mon, Oct 22nd.** The call for applications will go over before the UC DALI Fall Event (10/17) and be noted in the UC DALI newsletter in September.

UCDALI

Executive Committee Meeting Agenda

Fall 2018 – October 9

Present: V. Shyu, L. Potter, T. Spehn, Jeffrey, L. Dwight, J. Bihun, D. Debay, L. Fried, P. Laird, M. Dharbehesti., R Hunt, S. Walker

Scheduling & Follow-up

2:30 – 2:45

- Schedule Meeting with Chancellor—follow up by Lee
- Fall Event – Discovery Wall, library, Wed 10/17, 11:30 – 1:30pm (food at 11:15am); check for flyers; Lee is sending pdf; send to bridge network

Ongoing Business Items

2:45 – 2:50 **MVP: Mission, Values & Plan**

- Subcommittee (Viv, Rebecca, Pam, Jeffrey) meeting on mission statement for UCDALI

2:50 – 3:00 **REPRESENTATION**

Policy: Article 5 and Campus APS – no updates; Lucy D mentioned hold up being external evidence for tenure, now resolved to take out language requiring external evidence for teaching effectiveness (impact) outside of univ (outside of publication) except for med school (specific to tenure but may affect how WE are being measured); our bylaws include publication but in part being measured on; Provost said hundreds of doc would need changing, will take a while to filter through

TT full professor: needs excellence in all areas

- Updates

Faculty Council—Mike Harper sitting on as UCDALI representative

Nomination for CU president search committee: no NTTF on committee (4 faculty, 1 Dean + 2 students + community members total)—CU Denver is only campus that put forward NTTF (Lucy or Sam)

Civics literacy requirement discussed; CU Denver put together task force of phil, polisci, history (state concerns about Regents messing with curric; can some existing course(s) be tailored to have civics component); no set plan on it yet

Business school is instituting a CTT—drafted a proposal

Find out bylaws of CTT across departments—Kathleen Ballard, new assoc dean in CLAS for faculty affairs; pull Deans/assoc Deans together about requirements for CTT or multiyear contracts; Meet with Nellie and Mark ahead of time first and multiyear contracts; criteria for instructor to sr. instructor by laws

Uniform standards for CTT and contracts would be nice—business standards are tough (research only); what are the discrepancies?

3:00 – 3:15 **ADVANCEMENT**

Professional Development Grants

- Non-CLAS: Oct 29th due date; heads' up to bridge network \$1000 ea (giving 7); http://www.ucdenver.edu/faculty_staff/faculty/assembly/downtown/Faculty%20Campus%20Committees/University-of-Colorado-Denver-Association-of-Lecturers-and-Instructors/Pages/Non-Tenure-Track-Faculty-Professional-Development-Grant.aspx

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- CLAS (fund increase?)—Viv writing Dean Jansma about non-CLAS increase

CU Denver Lecturers

- CLAS Council meeting—lecturer issues; money, office space; parking; CU IDs; access to Canvas before semester starts
- LPoC Lunch—Lecturer Point of Contact (program assistants) lunch was successful; almost 20 in attendance, including Chancellor Horrell, to discuss how to make a friendlier and more supportive environment for lecturers on campus.

Lecturer's Report: morale; professionalism/respect; safe place (standard procedures!); Instructional Designers at CU Online report to Office of digital ed, not CU online; send survey again

https://ucdenver.co1.qualtrics.com/jfe/form/SV_01WTT4UsdWGrR8p

2018 NTTF Survey—send again

Multi-year Contracts & CU Denver CTT

- Procedures
- Reasonable expectations (summer requirements?)

3:15 – 3:25 **COMMUNITY**

Visibility

- Website

Communication

- Newsletter

Outreach

- Bridge Network – phase 2; 62 members in group email;

3:25 – 3:45 **FALL EVENT**

- Theme – “What is UCDALI doing for U?”
 - Planning
 - Pens or something for UCDALI?
 - Brochures
 - Door Prizes?

3:25 – 3:45 **FALL EVENT (continued)**

- Lineup (12:00 – 1:00)
 - UCDALI General Overview – [VIVIAN & PAM]
 - Representation – governance, meetings with admin [LUCY D or JOANNE]
 - Community – events (social hour end of semester) [LEE]
 - Advancement – Lecturers [JESSICA or BETH?]; CTT [REBECCA]
 - Grant programs
 - ours [SAM]

- CFD [MARYAM]
- Newsletter [ERIC]
- Bridge Network [JOAN]
- How can you help UCDALI?
 - Why get involved [THORSTEN & JEFFREY]
- How can UCDALI help you? Please email us to let us know!

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- Open Forum

Open Forum and/or Bridge Network Liaison Reports

3:45 – 4:00

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- Open Forum

Open Forum and/or Bridge Network Liaison Reports

3:45 – 4:00

UCDALI Executive Committee Meeting Agenda

Fall 2018 – November 13

In attendance: V. Shyu, T. Spehn, E. Baker, J. Addison, L. Potter, R. Hunt, J. Bihun, D. Debay, P. Laird, L. Dwight

Scheduling & Follow-up

2:30 – 2:45

- Schedule Meeting with Chancellor –Tues, 12/11 (10 am); invite Bridge Network liaisons (Beth Pugliano, Dennis Debay, Christina Wilson)
- End of Semester - Community Hour—Thurs, 12/13 @ 3pm-4 meeting, 4-5pm Sushi Social (location TBA)

Ongoing Business Items

2:45 – 2:55

MVP

- Subcommittee meeting (**Pam, Rebecca & Jeff**)
- Mission Statement: “UCDALI strives to enhance professionalism among and respect for Instructional Faculty* at CU Denver through representation, community and communication.” (* or whatever name becomes official); discussion around including the word “advancement” of NTTF in the mission statement itself
- Committee will edit bullets under mission statement and redistribute to group 1 Dec.

2:55 – 3:00

BUDGET – Update—PD grants awarded and being transferred to recipients’ PD speed types; UCDALI currently has 30% service in contract to accommodate 2 course buy-outs and Provost has committed to providing 2 course buy-outs for future presidents (no matter what college they come from.

We have roughly \$9000 balance left for the academic year.

3:00 – 3:15

REPRESENTATION

- Policy: Article 5 and Campus APS: **Article 5 done** and approved by Regents Fri, 11/9/18, new tenured requirements goes into effect for those hired after Fall 2019
- APS1009 for teaching revision coming—system level
- other relevant campus policies? R. Hunt will work with Mark Heredia—drafting policy in Provost office
- **Diversity Engagement Survey** is our new Campus “Climate Survey” to be launched early 2019:
<https://www.aamc.org/initiatives/diversity/portfolios/349308/diversityengagementsurvey.html>
- <https://www.aamc.org/download/439756/data/desflyer1.pdf> (Diversity Climate brochure)

Bridge Network Liaison reports: CAM concerns brought up regarding promotion sequence, travel grants and discrepancy in pay for historians/studio artists within department

3:15 – 3:30 **ADVANCEMENT**

Professional Development Grants

- Non-CLAS/Update
- Chancellor Urban Engaged Scholars award is open for TTF and NTTF—selection committee, \$5000 for winners (UCDALI representative- J. Bihun)

CLAS Chairs Council and CLAS Council (& Kathleen Bollard)

- Lecturer’s Report—pay increase discussions in place
- Goals for improvements for Lecturers

Multi-year Contracts & CU Denver CTT

- Procedures?

3:30 – 3:40 **COMMUNITY**

SPRING EVENT: Talk with the Deans

- Theme

Future Business

3:40 – 3:50 **Other issues for our consideration: not currently moved forward with housing assistance for NTTF**

- **Reasonable expectations** (summer requirements?)—can those on a 9-month contract be expected to take on summer work? If you a full-time rostered faculty, are we required to be available in summer (earlier than the week before classes start). If it’s outside our contract date, it’s a PNT issue—2 NTTF faculty reps on the committee for PNT issues (privilege and tenure: <https://www.cu.edu/privilege-and-tenure-committee>)
- **Weldon Ludwick**—faculty advisor is another option for NTTF personal cases
- Instructor “Leave” (not to be confused with a “sabbatical”)—tabled to next month
- Eligibility for Housing Assistance? Offer is not moving forward for NTTF

3:50 – 4:00 **Open Forum**

Which departments have “Lecturer Mentors” for their departments as part of their service contract? (outside of Lecturer Point of Contact, who is usually program assistant)