# Council of Chairs and Directors – Monthly Meeting

Oct 2, 1-2:30pm Location(s): JSSB 400 and [Teams](https://teams.microsoft.com/l/meetup-join/19%3Ameeting_MzhlOTdhYmQtZTZmYy00NGM1LTg0NzEtZTIxYWJjNzdjYWNk%40thread.v2/0?context=%7b%22Tid%22%3a%2203309ca4-1733-4af9-a73c-f18cc841325c%22%2c%22Oid%22%3a%22d2ebc670-22ef-4315-97a7-02206e866203%22%7d)

|  |  |  |  |
| --- | --- | --- | --- |
| **Topic** | **Min** | **Comments** | **Voting Item?** |
| Welcome | 3 | Reminder about L&L + Dec 6th training | N/A |
| MWI’s Ombuds Program, present a flyer and review services | 15 | Michael Stephens & Cris Gilbert [https://www.mwi.org/dispute-resolution-](https://www.mwi.org/dispute-resolution-for-companies/organizational-ombuds/) [for-companies/organizational-ombuds/](https://www.mwi.org/dispute-resolution-for-companies/organizational-ombuds/) | N/A |
| Community Engaged Learning Program Manager | 15 | Nora Bashir & Christine | N/A |
| Center for Individualized Learning, changes both to IDP and Metro Meritus | 15 | Sara Jackson Shumate | N/A |
| SPAC check-in, Liza Larsen, DeputyCFO, and Controller & Ken Tadikonda, Director of SPAC | 15 | updates and feedback, i.e. post awardgrants, transfers, assets, payments to suppliers and employees, worktags, etc. | N/A |
| OER Course Marking | 10 | Emily Ragan, Ph.D., Professor, Department of Chemistry and Biochemistry, Open Educational Resources Coordinator | N/A |
| Chair Committee Rep Report outs/requests for feedback | 20 |  | N/A |

**Welcome**

* Reminder of December 6th all day chairs retreat

**Ombuds Program**

* Slides attached to Teams Chat
* Outsourced services
* Core principles of confidentiality, informality, impartiality, and independence
* Safe environment to share whatever they need to share. A sounding board.
* Provide referrals for more formal route
* Conflict coaching and conversation facilitation
* Does not receive or act on formal complaints, conduct investigations, provide formal documentation.

**Community Engaged Learning**

* Slides attached to Teams Chat for more details
* Shift from service-learning terminology
* White paper published by Christina Foust
* Provide support to faculty to integrate CEL into courses/ designation
	+ Identify community partners
	+ Integration into curriculum
* Fill out survey to meet personally with the team

Q: Logistics and Timeline

A: Working with Erica Buckland to ensure continuity and ease for those courses that already have service-learning designation. Likely to be substantive curriculum change, depending on how recommendations of white paper are received.

**IDP**

* See slides for more details
* Meritus scholars (people over 60 to audit classes for free) (note name change and online application process change). Rebranding opportunities and an advisory committee.
* IDP is for programs that cannot be met by other programs already in the catalog, that combines disciplines
* Still offering the IDP minor despite changes to minor requirement (removing extended IDP option)
* Feedback opportunity forthcoming to chairs via a survey

**SPAC**

* Oversees all areas involving dollars and cents
* New director of SPAC is Ken Tadikonda and he is happy to meet with individual departments for his “listening tour”
* Two new additional accountants starting next week and SPAC will finally be fully staffed
* OSRP and SPAC creating a PI certification training in Canvas
* SPAC has office hours every other week on Wednesday’s 12:30-1:30 on Teams
* SPAC going through an external review of their services
* Accounting services still going through a restructuring due to staffing vacancies, modifying some of the positions to be student-led and facilitated via part time formats
	+ May still be delays in response time
* Worktags are old FOAPS in Workday. New Worktag called financing source instead of project tag.
* Costing allocations changes. No longer need to reach out to payroll to implement changes. Departments (cost center budget manager) can go in an initiate costing allocations or changes.
* Adding all chairs to future email communications

**OER Course Marking**

* See slides in chat for more details including survey data and department-level data
* Two attributes can be added to courses to indicate no (ZNCM) or low (less than $40) (ZLCM) cost materials after October 4th
* Share course marking survey with your faculty
* Department admin can also add the attributes (preferably before end of October)
* These can also be added at the catalogue level (if true of every section)

**Committee Report Outs**

* Work Study deadline to claim funds if awarded has past, so waitlist has been released.

**Guests:**

Michael Stephens

Cris Gilbert

Nora Bashir

Emily Ragan

Liza Larsen

Ken Tadikonda

Todd Laugen

Sam Jay

Christina Foust

**Attendees:**

Eric James

Eric Olson

Rob Preuhs

Chris Jennings

Silu Cheng

Nick Recker

Jenny Allert

Greg Clifton

Lisa Badanes

Maria Akrabova

Andrew Bonham

Sara Jackson

Ford Lux

Jessica Rossi-Katz

Jess Retrum

Gabrielle Katz

Wendy Weber

Alex Padilla

Ted Shin

Abel Moreno

Caleb Cahoe

Jacob Welch

Corey Sell

Sally Baalbaki-Yassine

Henry Jackson

John Carter

Matt Makley

Adriana Neito

Anahi Garrido

Ann Diker

Kathy Whitmore

Tricia Hudson-Matthew

Feng Jiang

**Executive Committee 23-24**

Officers

**Jess Retrum**, *President* (Social Work, College of Health and Human Sciences rep) jhaxton1@msudenver.edu

**Eric Olson**, *Vice President* (Rita & Navin Dimond Department of Hotel Management, School of Hospitality rep) eolson23@msudenver.edu

**Lisa Badanes**, *Secretary* (Psychological Sciences, CLAS, Division of Math & Science rep) lbadanes@msudenver.edu

Members

**Greg Clifton** (Accounting, College of Business rep) gclifto4@msudenver.edu

**Nicholas Recker** (Sociology and Anthropology, CLAS, Division of Humanities & Social Sciences rep) nrecker@msudenver.edu

**Corey Sell** (Elementary Education, School of Education rep) csell2@msudenver.edu **Ted Shin** (Industrial Design, College of Aerospace, Computing, Engineering and Design rep) jshin2@msudenver.edu

**Jacob Welch** (Theatre and Dance, CLAS Division of Fine and Performing Arts rep) jwelch25@msudenver.edu

**Council of Chairs and Directors Committee Representatives 23-24**

|  |  |
| --- | --- |
| President’s Cabinet* Jess Retrum (as President of CoCD) Provost’s Council
* Jess Retrum (as President of CoCD) Shared Governance Council
* Jenny Allert

Student Success Launch Implementation Team* Lisa Badanes

Total Rewards, Compensation Subcommittee* Greg Clifton

University Planning and Budget Advisory Council (UPBAC)* Andrew Bonham
* Jess Retrum (Eric Olson back-up) Faculty Handbook Committee
* Corey Sell
* Alexandre Padilla
 | University Policy Advisory Council Steering Committee (UPAC)* Nick Recker

Faculty Senate Academic Policies Committee* Chris Jennings

Data Integrity Governance Team (DIGiT)* Andrew Bonham Faculty Diversity Task Force
* TBD

Transfer Pathways Committee* Jacob Welch

Veteran Military Advisory Council* Henry Jackson

Graduate Council CoCD Representative* Kathy Whitmore

Prior Learning Assessment Steering Committee* Brandon S. Matthews
 |