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| **Topic** | **Lead** | **Min** | **Comments** | **Voting Item?** |
| Welcome | Jess | 5 | Updates and plan for today. | No |
| Auraria Library | Cinthya Ippoliti | 10 | Cinthya will provide a brief update on what the library is working on and proposal for a Spring meeting. We will be discussing ways we can collaborate to better support  student success and belonging | No |
| Faculty Handbook  Committee | Corey | 10 | Overview of proposed changes and timeline | No |
| Chair Reps on Committees member | All | 20-30 | All chairs or directors who serve on a university committee report out on updates  of Fall 2024 activity for each committee. See committee list below. | No |
| Work Study | Matt, Jacob & Jess | 10 | Updates and Next Steps | No |
| Student worker shortages- Is there External Funding for Student Workers? | Andrew Bonham | 10-15 | Is something chairs could look externally, collectively, to solve? Are their external funding opportunities / grants to support wide-ranging college or university wide use of teaching assistants, learning assistants, or  even just students in department supporting “work-study-type” roles? | No |
| Instructional Mapping | All | 10 | Faculty Senate asked if chairs are engaged in and clear about instructional mapping in the colleges. Any questions or thoughts? | No |

# Council of Chairs and Directors – General Meeting

November 6, 1-2:30pm Location(s): JSSB 400 and Teams

**Auraria Library**

* Checking in with stakeholders, in particular regarding DEI, student support, cultivating community and belonging, and providing resources
* Jess encouraging folks to utilize the space at the library, future CoCD meeting will be held there.

**Faculty Employment Handbook Committee**

* One change Corey is seeking feedback on specifically:
  + Survey in chat
  + To change non-TT faculty (Cat II) to not be expected to engage in service
  + Q: Gray area around advising for lecturers, in handbook this description as part of teaching is laid out for TT-faculty, but not for Cat II faculty in the handbook. So when they hold office hours, unclear if cat II should be advising
  + Q: We have a Cat II because of labs she can only get up to 14 credits, so has 1 credit of time-release to set up and clean labs, but was also on faculty senate, but this was not included in the 1 credit.
  + Q: There are multiple types of non-TT (multiple years vs. single year). Contracts can be written to include research and service. Think it varies by departments and colleges.
  + Q: Seems like the handbook needs to better specify which type of non-TT this service would apply to.
  + Q: Important service of CAT II at CS example: accreditation (like ABET) related service work, course assessment data collection and feedback of course assessment.
  + Q: Seems like it would be better to keep handbook broad, while allowing deans or individual colleges to make this policy more specific.
  + Q: However, keeping it in the FEH that they are only expected to teach might allow us to provide compensation for them in the event that they do engage in service.
  + Q: Seems like a multi-layered complex issue that is not just about service. Having less flexibility seems like it would be problematic via the FEH
* Will only have 11 days to discuss the FEH changes between the finalized proposals and window of time for feedback. CoCD does not meet during those 11 days, so will need to provide feedback asynchronously.
  + Q: There is a proposal about halftime positions for TT faculty too.
  + Q: There are 11 proposal changes.

**Committee Report-Outs**

1. Major declarations – Matt M.
   1. Please be sure to complete the survey sent out a week or two ago. Even if you completed it last year, please do complete the survey by letting them know that they can input the data from your answers last year
2. Student Success Lauch (SSL) – Lisa
   1. OKRs for the year and opportunities for feedback
3. Shared Governance Council – Jenny
   1. Spring will start dissemination what they are and what they do
4. UPBAC – Andrew
   1. Currently looking back at previous budget and to see what potential impacts there might be on the next budget
5. DIGiT - Andrew
   1. Cleaning up definition of data so that our demographic data is accurate
6. Grad Council – Kathy
   1. Improvement in language for graduate catalog
   2. Reviewed and approved M.A. of Science in Business Intelligence
   3. Graduate socials held second Wed. each month from 4-6 at Brooklyn’s
   4. Instructional mapping might be coming up for graduate classes
7. Program Review – Jacob
   1. Conducting 4 reviews right now
8. Transfer task force for SSL – Jacob
   1. Understanding gaps and redundancies in the system
9. Academic Policy Committee – Chris J.
   1. HLC pause for next year for substantive curriculum reviews and academic policy changes. Non-substantive changes can still be made
   2. Attendance policy for NCAA and non-participation and academic freedom need clarification
   3. Coming down the pike – Clarification of upper division and graduate level classes; proactive approval for graduation; required minimum contact hours might need changed if final exam policy change goes through; 3 year degree potential
10. Faculty Compensation Committee – Greg
    1. Still defining our work
    2. Goal is single communication point to minimize misinformation
11. Executive Undergraduate Advising Council – Ford
    1. Defining what should students be getting out of their advising experience
    2. Rolling out assessment and opportunity for feedback from students on their advising experience
    3. Misconception of academic advising by upper administration. Committee educating them on what advisors do and their importance.
12. President’s Cabinet – Jess
    1. Please read emails sent out with summary or to offer suggestions for things to speak on at the cabinet
13. Provost Leadership Team – Jess
    1. Many already invited to strategic planning for academic affairs and attended the meeting
    2. If not, chairs will be pulled into the process in various ways and provost has asked for feedback on how to include everyone
14. Workload instruction, instructional mapping, service and scholarship discussions and guideline changes – Jess
    1. Proposal to extend guideline changes for the year
15. Wholistic Teaching and SRI’s methodology – Jess
    1. Outdated processes that need to be addressed
    2. Asking for a charge from the provost and committee membership

**Work Study**

* Work study process changed along with number of awards
* Met with Long to understand what happened.
* Tried to guesstimate the number of slots needed and started at 100. Wait listed now extended to 350, so might have students now getting awards.
* FAFSFA removed the checkbox indicating wanting work study opportunity leading to issues as well
* Q: Did student affairs get first pick and awards or were folks just awarded work study funds who didn’t use it? That is a rumor and more likely the issue was the latter with wait list issues.
* Q: Important as CoCD to still press this. Misperception that we are misusing work study students for general office functions and can’t tell if they are making determinations about work study funds based on their perception of how we are using them.
* Encourage your students to check their awards. Might have been given funds and do not know.
* Q: Can we get someone from financial aid to come to CoCD so we can ask them directly?

**External Funding for Student Workers**

* Interest by group in pursuing this at future meeting

**Instructional Mapping**

* How are chair’s feeling about the process and where things stand:
  + Faculty worried about how research will count for their instructional workload
  + Unclear that this is going to help at all with faculty workload, concern it might make it worse
  + Motivations and goals for these workload maps never specified. Unclear if they were meant to just lay out individual college workloads or to standardize the workload across colleges. Without proper dissemination and a siloed approach to their construction, these will not likely have the intended effect of impacting workload in any way for faculty.
  + Confusing what we are even mapping out. Issues with licensure too. Could actually have reverse effect on workload for faculty and make it worse.

**Guests:**

Cinthya Ippoliti

Sam Jay

**Attendees:**

Eric James

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

Ann Diker

Kathy Whitmore

Tricia Hudson-Matthew

Feng Jiang

Fred Barlow

Jenn

Matt Jenkins

Roland Schendel

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| --- | --- |
| 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   Wholistic Teaching Evaluation Workgroup   * Jess Retrum (and others?) |