**CLAS Council Meeting**

**December 13, 2018**

**MINUTES**

**Attending:**

Michael Abeyta, Stacey Bosick, Jennifer Boylan, Sasha Breger Bush, Gabriel Finkelstein, Pam Jansma, Marjorie Levine-Clark, Darryl Mehring, Annika Mosier, Erik Oleson, Sarah Tyson, Anna Warrener

**Guests**: Sarah Fields

**Recording**: Karen Fennell

**Approval of November Minutes**: Sasha Breger Bush

Motion to approve, seconded and Minutes approved.

**CLAS Council Website:** Sasha Breger Bush

The Council website has been updated by Tim Stalker and is available now to view.

**Dean’s Announcements**: Pam Jansma

* There was a suggestion that CLAS Council talk about undergraduate research and faculty supervision of undergraduate research projects.
* The budgetary impacts in CLAS could be significant if we allow course releases for faculty if they supervise a certain number of undergraduate researchers.
* How we might create incentives for faculty to supervise undergraduate researchers will be discussed further in the Spring term.
* Dave Engelke at the Graduate School is considering creating a course for new graduate students to prepare them for entering into research projects with faculty.

**Request to Adapt Internship Credits**: Sarah Fields

* Current policy allows a maximum of 9 internship credit hours to count for the degree. The proposal today is to allow counting of 12 credit hours towards the 120 semester hour graduation requirement. We often see students who are working towards secondary licensure with a CLAS major and they have to take more than 9 hours in internship to accomplish this. Rather than students having to apply for a waiver to count more than 9 hours, it would make more sense to adjust the policy to allow counting 12 hours.
* SEHD allows 20 credit hours to count.
* This proposal would not change any departmental major limitations.
* The proposal was approved by EPCC.
* There is a university total cap of total hours to count for the major.
* Motion to approve, seconded and unanimously approved to raise the number of hours allowed from 9 to 12 credits.
* This change will not appear in the course catalog until next year so we will continue to approve exceptions and waivers in the meantime.

**EPCC Appeal Policy**: Sasha Breger Bush

* Rich Allen came to talk to the Council recently about the Communicative Skills component and modifying courses through the EPCC.
* This proposal creates a mechanism for appeal to the EPCC as a safety valve for faculty and departments to revisit issues with the EPCC about their decisions.
* The policy was presented to the EPCC and only one change was made as regards how to amend the policy in the future.
* Motion to approve was seconded and the policy language was approved.

**Sexual Misconduct and Workplace Harassment Discussion**: Sasha Breger Bush

* The revised letter regarding Office of Equity (OE) and Human Resources (HR) was discussed by the Council.
* The letter presents a series of recommendations to OE and HR and how to better communicate and work together on faculty concerns.
* The Inclusive Culture Subcommittee will be making some overlapping recommendations similar to what is listed in this letter to OE and HR as well.
* The CU Denver faculty advisor is currently Weldon Lodwick, but it is unclear what his role is, what training he has and how he was selected for the position. It was recommended to have a more inclusive search in the future for this position when that opportunity arises.
* There were concerns about how HR does not keep records on many of these misconduct and harassment issues and how informally they are often handled. The lack of data makes it difficult to assess what incidents are taking place on campus, where incidents are occurring, the frequency and timing of incidents over the academic year, who is being impacted and therefore how to respond to these issues in a thoughtful and productive way.
* Regular reporting on these types of issues to the campus community would be helpful so that we know what concerns are being addressed and the status of those reviews.
* It could be helpful to look at what other universities are doing as that could provide us a good model of how to handle these types of issues and what resources they have that would be useful for CU Denver.
* It was recommended to add a statement to this letter about having one of the first points of contact in the event of an incident be someone with victim’s advocacy experience.
* CU Boulder has a full-time faculty mediator in place. AMC has an office supported by all the schools and colleges at the campus to handle faculty issues.
* Other groups at CU Denver are looking at these issues and are asking for more resources to be made available, plus increased transparency in reporting. Thus, it will be important to keep the other schools and colleges informed of the outcomes of the Council’s efforts and responses to the letter.
* Having a coordinated care center with a transparent mission of handling and reporting of these issues is important.
* It would be helpful to add to the letter categorizations of different types of incidents that have occurred.
* The Dean meets once a month with HR and Legal representatives about ongoing equity issues in the college and had let that group know that this letter will be presented after review by the Council.
* It was suggested to send the letter to a specific list of individuals and give them an opportunity to respond before going further with broader public distribution of the letter.
* Sasha will make changes to this draft and bring back the revised letter to the Council for further review at their next meeting.

**NTTF Faculty Issues**: Sasha Breger Bush

* The Council talked recently with Vivian Shyu and Kathleen Bollard about what things would enrich the experiences of NTTF on campus.
* There’s only been a 6% raise for Lecturers over the last 10 years in CLAS.
* The Council was asked to be more involved in supporting raises and promotions for NTTF, access to health insurance plans and other items that would enhance the NTTF experience and employment status on campus.
* It would be helpful to know what other departments, schools and colleges are doing regarding support of NTTF.
* Sasha and Council members will investigate these issues further and come back to this group with more data in the spring.
* These NTTF issues are on the Chancellor’s list as well since these lecturers have an impact on student retention and success.

**Opening for New Member**: Sasha Breger Bush

* We need one additional Council member from the Humanities as Bill Wagner has left the group.

The Executive Council will meet briefly following the meeting.