



EPUS Committee Meeting  
March 14, 2014, 10:00 a.m. – 12:00 p.m.  
1800 Grant St, Denver Conference Room

### Meeting Minutes

**Attending:** Ravinder Singh, Mark Ostrander, Sue Byerley, Larry Cunningham, Sarah Fields, Thomas Spahr, Isabella Muturi Sauve, Melinda Picket-May, Rebecca Hunt, Kathleen Bollard

**On the phone:** R L Widmann, Rick Collins

### Regent Student Award

Ravinder discussed the first draft of the proposed Regent student award and reported that additional changes from the chancellors and the Faculty Council are expected. The ensuing discussions on this topic centered on the minimum GPA requirement, undergraduate vs. graduate eligibility and extra workload that faculty might have to take on. Ravinder noted that he would keep the committee updated on the award.

### Guidelines for the Separation of Multi-campus Schools & Colleges (APS 1004)

VP Kathleen Bollard reported that the Colorado Springs School of Public Affairs was in the process of finalizing its separation from the Denver campus School of Public Affairs. She noted that this was the only multi-campus unit school left, and as such, the APS was no longer needed and would be rescinded. Regarding the faculty vetting process, Kathleen noted that all campuses are now autonomous and therefore the vetting process would be unnecessary. Committee members agreed to rescission, noting that a new APS could be developed if the need for separation between colleges/schools occurs in the future.

### Faculty Course Questionnaires (FCQ)

During this discussion, the committee asked whether FCQs can be improved, how they are implemented on each campus and whether it can learn from campus best practices. It was noted that the FCQ process has become decentralized and centralizing the process can become difficult.

Following a lengthy discussion, the committee agreed to:

- Meet and have a thorough and in depth discussion of FCQs in fall 2014, to determine whether there is need to revise the content of FCQs and share ideas. The agenda shall include a review of the core questions and content on each campus, options for faculty in the administration of FCQs, improving the return rate of FCQs and determining next steps, including whether or not to meet with the chief academic officers.
- If the need to revise FCQs is identified, the committee will meet with the campus chief academic officers in fall 2014. The agenda of the meeting shall include current FCQ processes, content and purpose of FCQs. The agenda of the meeting will include proposed changes that EPUS would like to initiate.
- After meeting with chief academic officers, the committee will hold further discussions with the regents and solicit their buy in on any proposed changes. Members also noted that FCQs are a



critical part of the course evaluation process and it is worthwhile to give students the opportunity to provide feedback.

- Chair Ravinder will form a subcommittee of members to develop the agenda for the meeting with the chief academic officers.

## **New Business**

### **Parental Leave Policy**

Melinda reported that the policy on parental leave was due for review and that the EPUS committee might be asked to give input. She added that a primary committee to review the APS will be assigned soon.

### **Sick Leave Policy for 9 month faculty**

Members discussed the sick leave policy for 9 month faculty, including how it is accrued and how faculty can use it.

### **Approval of Minutes**

Minutes of the October, November and December 2013 and January and February 2014 meetings were approved as presented.

### **Adjournment**

There being no other business, the meeting was adjourned at 11:30am. The next meeting will be on April 25, 2014 in the Denver conference room, 1800 Grant St, Denver, CO 80203.

Meeting adjourned at 11:30 am. Next Meeting on 4/25/14.