

Faculty Guide ^[1]



System Administration & Faculty Governance

Administrative Policies

System Level

The Office of Policy and Efficiency website ^[2] provides access to university policies, latest policy news or changes, and supports efforts to increase efficiency and effectiveness in university policies, processes, and practices.

Campus Level

- CU Anschutz: Policies and Guidelines ^[3]
- CU Boulder: Campus Policies ^[4]
- CU Colorado Springs: Policies ^[5]
- CU Denver: Policies and Guidelines ^[3]

Administrative Structure

Board of Regents

The Board of Regents consists of nine members serving staggered six-year terms, one elected from each of Colorado's seven congressional districts and two from the state at large. The board is charged constitutionally with the general supervision of the university and the exclusive control and direction of all funds of and appropriations to the university unless otherwise provided by law.

The Board of Regents Website ^[6]

CU President

The president is the principal executive officer of the university, a member of the faculty, and carries out the policies and programs established by the Board of Regents. As the principal executive officer, the president is responsible for the academic, administrative, and fiscal matters of the university and for compliance of all university matters with applicable regent Laws and policies and state and federal constitutions, laws, and regulations. The president reports directly to the Board of Regents (Regent policy 3.A.1) ^[7]

CU President Website ^[8]

Chancellors

Each CU campus has a chancellor who is the highest-ranking academic and budget officer on that campus and reports directly to the president of the University.

- CU Anschutz: Office of the Chancellor ^[9]
- CU Boulder: Office of the Chancellor ^[10]
- CU Colorado Springs: Office of the Chancellor ^[11]
- CU Denver: Office of the Chancellor ^[12]

Provosts

On each campus, the provost works in the office of academic affairs, dedicated to meeting the academic needs of the student body as well as the faculty.

- CU Anschutz: Office of the Provost ^[13]
- CU Boulder: Office of the Provost ^[14]

- CU Colorado Springs: Office of the Provost ^[15]
- CU Denver: Office of the Provost ^[13]

Deans

Deans are the principal academic and administrative officers of a school or college, and the presiding officers for faculty meetings of the school or college. Each dean is responsible for matters at the school or college level including but not limited to enforcement of admission requirements; the efficiency of departments and other divisions within the school or college; budgetary planning and allocation of funds; faculty assignments and workload; recommendations on personnel actions; curriculum planning; academic advising accountability and reporting (Regent policy 4.A.1) ^[16].

Academic Units

Academic units are considered to be schools, colleges, and departments that roster tenured and/or tenure track faculty and offer at least one-degree program.

CU Anschutz

- School of Dental Medicine ^[17]
- Graduate School ^[18]
- School of Medicine ^[19]
- College of Nursing ^[20]
- Skaggs School of Pharmacy and Pharmaceutical Sciences ^[21]
- Colorado School of Public Health ^[22]

CU Boulder

- Arts & Sciences ^[23]
- School of Education ^[24]
- College of Engineering & Applied Sciences ^[25]
- School of Law ^[26]
- Leeds School of Business ^[27]
- College of Media, Communication and Information (CMCI) ^[28]
- College of Music ^[29]
- Environmental Design ^[30]

CU Colorado Springs

- Helen and Arthur E. Johnson Beth-El College of Nursing and Health Sciences ^[31]
- College of Business ^[32]
- College of Education ^[33]
- College of Engineering and Applied Science ^[34]
- College of Letters, Arts & Sciences ^[35]
- School of Public Affairs ^[36]

CU Denver

- College of Architecture and Planning ^[37]
- College of Arts and Media ^[38]

- [Business School](#) [39]
- [School of Education and Human Development](#) [40]
- [College of Engineering, Design and Computing](#) [41]
- [Graduate School](#) [18]
- [College of Liberal Arts and Sciences](#) [42]
- [School of Public Affairs](#) [43]

Faculty Governance

There are several opportunities for engaging in shared governance, at either the system- or campus-level.

System Level

Faculty Council is the executive body of the Faculty Senate and initiates recommendations to the president or appropriate administrative officials for submission to the Board of Regents, on matters within the jurisdiction of the Council that are related to educational policy, and the internal and external operation of the University.

- [CU Faculty Council](#) [44]
- [Committees of Faculty Council](#) [45]

Campus Level

Each campus has a Faculty Assembly, whose members are elected/appointed by their schools and colleges on each campus to represent the interests of the faculty and to work with campus administration.

- CU Anschutz: [Faculty Assembly](#) [46]
- CU Boulder: [Faculty Assembly](#) [47]
- CU Colorado Springs: [Faculty Assembly](#) [48]
- CU Denver: [Faculty Assembly](#) [49]

External Relations, Communications & Media

Alumni

The system and each of the campuses have various avenues, programs, and departments for outreach to and working with alumni from the four campuses. This section is focused on faculty needs to reach out to alumni for teaching, service, or research.

CU System Alumni Outreach

The central [CU Advancement office](#) [50] supports each of the four campus's advancement efforts in fundraising, development, and grants.

The [CU Advocates program](#) [51] is the "official grassroots network of the University of Colorado". Anyone can be a CU Advocate, including faculty. Advocates are informed of opportunities and challenges facing CU.

Campus Alumni Organizations

- CU Anschutz
 - [Alumni Relations](#) [52]
- CU Boulder
 - [Alumni Relations](#) [53]
 - [Alumni Association](#) [54]
- CU Colorado Springs
 - [Alumni Relations and the Annual Fund](#) [55]
- CU Denver
 - [CU Denver Alumni](#) [56]

Campus News & Information

Campus News

Each campus has its own publication/campus news site that provides campus-related news and information for faculty, staff, and students. Learn more.

- CU Anschutz: [Anschutz Newsroom](#) [57]
- CU Boulder: [CU Boulder Today](#) [58]
- CU Colorado Springs: [UCCS Communique](#) [59]
- CU Denver: [CU Denver News](#) [60]

Student News

CU Boulder, Colorado Springs and Denver campuses have student-run newspapers. Learn more.

- CU Boulder: [CU Independent](#) [61]
- CU Colorado Springs: [The Scribe](#) [62]
- CU Denver: [The Sentry](#) [63]

Collaboration with Local Organizations

Campus Level

The resources and purposes vary across the campus and some campuses have multiple entities that may support this type of work and engagement for teaching or research, and for both faculty and students.

- CU Anschutz
 - [Interprofessional Education - Campus Partnerships](#) [64]
- CU Boulder
 - [Community Outreach and Engagement Programs](#) [65] for faculty, staff and students
- CU Colorado Springs
 - [Center for Civic Engagement and Service](#) [66] for students
 - [Service Learning Internship and Community Engagement Center](#) [67] for CLAS faculty and students
 - [Diversity and Inclusiveness Research: Campus Diversity Resources](#) [68]

- CU Denver
 - [First-Year Experiences](#) [69]
 - [CU Denver CityCenter](#) [70]

New Initiative Coming Soon: University Partnerships Steering Committee

Media Relations

System Level

The CU System office manages several outlets and programs that disseminate news and information to faculty and staff. [Learn More](#).

These programs also promote CU's educational, research, and economic contributions to the rest of the world.

[CU Connections](#) [71] is an online publication providing news and information to the faculty and staff of the University of Colorado's campuses and system administration.

"[CU on the Air](#)" [72] is a podcast series that explores the University of Colorado's progressive, world-changing, life-saving research, providing leading-edge knowledge for friends of CU across the globe.

[CU Advocacy Program](#) [51] was created to build a network of educated and engaged people who care about the university and are prepared to promote its educational, research, and economic contributions to Colorado and beyond.

Campus Level

Each of the four campuses has its own University Communications/Media Relations department. [Learn More](#).

These departments help publicize news about CU with local, national, and international news organizations and showcase excellence and innovation in teaching and research.

- CU Anschutz: [Office of Communications](#) [73]
- CU Boulder: [Strategic Relations & Communications](#) [74]
- CU Colorado Springs: [University Communications & Media Relations](#) [75]
- CU Denver: [University Communications](#) [76]

Photo, Video & AV Services

Campus Level

- CU Anschutz
 - [Business and Professional Services Department](#) [77]
- CU Boulder
 - The [Digital Media Services](#) [78] department supports remote teaching and work.
 - Strategic Relations and Communications department lists a [Network of Communicators, Tools, and Resources](#) [79].
- CU Colorado Springs
 - [Promotional Video Production](#) [80]

- [Broadcast Educational Content](#) [81]
 - [Event Capture](#) [82]
- CU Denver
 - [University Communications](#) [76] hires professional photographers to provide high-quality images to aid in visual storytelling in official university communications, promotional materials, and websites.
 - [OIT Business and Professional Services](#) [77]

Administrative & IT Support for Faculty

Headshots

Campus Level

- CU Anschutz
 - CU Productions within Business & Professional Services offers [professional photography for headshots](#). [83]
- CU Boulder
 - [Faculty & Staff Portraits](#) [84]
- CU Denver
 - CU Productions within Business & Professional Services offers [professional photography for headshots](#). [83]

Room Reservations

Campus Level

- CU Anschutz: [EMS: Rooms & Services Request](#) [85]
- CU Boulder: [Events Planning & Catering: Reserve a Space](#) [86]
- CU Colorado Springs: [Event Services: Reserve a Space](#) [87]
- CU Denver: [EMS: Rooms & Services Request](#) [85]

Software & IT

Campus Level

Your campus Office of Information Technology has details about free and discounted software you are eligible for as a member of the faculty.

- CU Anschutz: [Software and Applications](#) [88]
- CU Boulder: [Software Downloads & Licensing](#) [89]
- CU Colorado Springs: [Hardware/Software Discounts](#) [90]
- CU Denver: [Software and Applications](#) [88]

Transportation (transit, shuttles, parking, passes)

Campus Level

Each campus provides information on parking and transportation options.

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CU Anschutz

- [Commuting to Campus](#) ^[91]
- [Parking Maps](#) ^[92]
- [RTD Stops](#) ^[93]
- [Inter-campus Shuttle](#) ^[94]
- CU Boulder
 - [Transportation Options](#) ^[95]
 - [Parking and Transportation](#) ^[96]
 - [Campus Parking Map \(PDF\)](#) ^[97]
- CU Colorado Springs
 - [Parking and Transportation Services](#) ^[98]
- CU Denver
 - [Parking and Maps](#) ^[99]
 - [Transportation and Parking](#) ^[100]

Reciprocal Parking Agreements: ^[101] If you have a parking permit at any CU campus, there are reciprocal agreements to let you park on other campuses.

Human Resources

Accrued Time, Pay Increase, Annual Leave Declaration

Campus Level

Campus-specific policies that define compensation principles for faculty can be found here.

- CU Anschutz: [CAP 1005 - Faculty Compensation \(PDF\)](#) ^[102]
- CU Boulder: [Faculty Affairs - Evaluation and Compensation](#) ^[103]
- CU Colorado Springs: [HR Compensation Principles for Faculty \(PDF\)](#) ^[104]
- CU Denver: [CAP 1006 - Faculty Compensation \(PDF\)](#) ^[105]

Centers for Diversity, Equity, and Inclusion

Each campus has a Diversity, Equity, and Inclusion office offering services, resources, and guidance.

- CU Anschutz: [Central Office of Diversity, Equity, Inclusion, and Community Engagement](#) ^[106]
- CU Boulder: [Office of Diversity, Equity, and Community Engagement](#) ^[107]
- CU Colorado Springs: [Equity, Diversity, and Inclusion](#) ^[108]
- CU Denver: [Diversity, Equity, and Inclusion](#) ^[109]

Hiring Students

Campuses have their own policies establishing the requirements, restrictions, and guidelines for the hiring of and work hours assigned to student employees. More information can be found here.

- CU Anschutz
 - [Student Employment](#) ^[110]

- CU Boulder
 - [Student Hourly Employee Work Hours](#) ^[111]
 - [Student Employment](#) ^[112]
- CU Colorado Springs
 - [Student Employment](#) ^[113]
- CU Denver
 - [Student Employment](#) ^[114]

Mental Wellness

System Level

There are several mental health resources offered at the system level. [Learn more.](#)

The Employee Services Work/Life blog offers a full list of internal and external mental health resources for employees [linked here](#) ^[115].

As a University of Colorado employee, you have access to the Colorado State Employee Assistance Program (C-SEAP) for up to six appointments each year. This free, confidential resource provided by the State of Colorado can be for work-related or personal use. Whether you require counseling after a traumatic family event or facilitation towards a stronger work team, C-SEAP will help you receive the support you need. There are locations throughout Colorado for easy accessibility. [C-SEAP's website](#) ^[116] Or call (303) 866-4314 or (800) 821-8154

The [Real Help Hotline](#) ^[117] gives you access to professional counselors who can offer assistance finding local resources or provide immediate crisis counseling. It's a free and confidential service and it's available 24/7. The service is available to all members covered under any of CU's medical insurance plans. If you need help, reach out. The number to call is (833) 533-CHAT (2428).

Employees covered by an Anthem health plan are encouraged to use [LiveHealth Online](#) ^[118]. A telehealth medical provider can help with initial mental health screenings, but the LiveHealth platform also offers psychology and psychiatry help.

If you're enrolled in a Kaiser medical plan, you have access to both the [myStrength app](#) and the [Calm app](#) ^[119].

New Hire Training

As part of the onboarding process, all faculty are required to complete specific training and provide certain disclosures. You can find campus-specific requirements below.

- CU Anschutz: [Required Training](#) ^[120]
- CU Boulder: [New Employees](#) ^[121]
- CU Colorado Springs: [New Employee Onboarding](#) ^[122]
- CU Denver: [Required Training](#) ^[120]

Orientation/Onboarding

Each campus has an onboarding process to help new faculty get oriented to campuses,

policies, and resources. In addition, the University has a general page that will send you to several individual resources. ^[123]

- CU Anschutz: New Faculty Orientation ^[124]
- CU Boulder: See Faculty Affairs ^[125] website for updates on orientation dates
- CU Colorado Springs: New Faculty Orientation ^[126]
- CU Denver: New Faculty Orientation ^[124]

Personnel and Benefits

System Level

As a member of the faculty at CU, you are eligible for a number of personal benefits. Learn More.

Most benefits are managed at the system level. Some campuses offer additional information or resources, see below drop-down 'Campus Level' for campus-specific information.

- System Leave Policies ^[127]
- System Employee Services - Benefits and Wellness ^[128]
- Tuition Assistance Benefit ^[129]
- Faculty Housing Assistance Program ^[130] - Tenure & Tenure Track Faculty
- Landed Housing Down Payment Program ^[131]- Non-Tenure & Tenure Track Faculty

For specific questions, you can contact 1-855-216-7740, option 3 or benefits@cu.edu ^[132].

Campus Level

Other benefits are managed at the campus level. Learn more.

- CU Anschutz
 - Child Care & Elder Care Resources ^[133]
 - Leave Information and Consulting ^[134]
 - Parental Leave Policy ^[135]
 - Continuing Medical Education ^[136]
 - Pharmacy Continuing Education ^[137]
 - Dental Medicine Continuing Education ^[138]
 - Continuing Nursing Education ^[139]
- CU Boulder
 - Childcare ^[140]
 - Leave of Absences ^[141]
 - Paid Parental Leave Policy ^[142]
 - Continuing Education ^[143]
- CU Colorado Springs
 - Family Medical Leave ^[144]
 - Parental Leave ^[145]
 - Resources for Children, Parents, Staff, Faculty & Students ^[146]
 - Continuing Education ^[147]
- CU Denver
 - Child Care & Elder Care Resources ^[133]
 - Leave Information and Consulting ^[134]

- [Parental Leave Policy](#) ^[135]
- [Certificates & Continuing Education](#) ^[148]

Search Committees

Campus Level

Human Resource offices on the four campuses can be contacted to obtain information regarding best practices in faculty search committees and relevant CU policies and laws, as well as Diversity and Equity guidelines.

- CU Anschutz
 - [Office of Equity - Before the Search](#) ^[149]
 - [Talent Acquisition and Compensation](#) ^[150]
- CU Boulder
 - [Human Resources - Diversity Search and Hiring](#) ^[151]
- CU Colorado Springs
 - [Human Resources - Search and Hire](#) ^[152]
- CU Denver
 - [Office of Equity - Before the Search](#) ^[149]
 - [Talent Acquisition and Compensation](#) ^[150]

Research Support

External Funding Support

CU's campuses also provide information and resources related to obtaining external support for your teaching and research activities (e.g., grant writing templates and workshops, locating external funding sources, facilitating collaboration, etc.)?

- CU Anschutz: [Office of Research Development and Education \(ORDE\)](#) ^[153]
- CU Boulder: [Research Development](#) ^[154]
- CU Colorado Springs: [Research Tools and Resources](#) ^[155]
- CU Denver: [Office of Research Development and Education \(ORDE\)](#) ^[153]

Institutional Review Boards

Each CU campus has its own Institutional Review Board (IRB) that oversees the protection of human subjects in research.?

- CU Anschutz: [Colorado Multiple Institutional Review Board \(COMIRB\)](#) ^[156]
- CU Boulder: [Human Research & IRB](#) ^[157]
- CU Colorado Springs: [Research Involving Human Subjects IRB](#) ^[158]
- CU Denver: [Colorado Multiple Institutional Review Board \(COMIRB\)](#) ^[156]

Libraries

Campus Libraries

All faculty have on-site access to the libraries on all other campuses, including most training

and workshops. However, off-campus access to library resources including interlibrary loan services is restricted to current faculty members of the given campus. Your campus ID will serve as your library card if you'd like to check out library materials at any of the following locations:

- CU Anschutz: [Strauss Health Sciences Library](#) ^[159]
- CU Boulder: [University Libraries](#) ^[160]
- CU Colorado Springs: [Kraemer Family Library](#) ^[161]
- CU Denver: [Auraria Library](#) ^[162]

Reciprocal Library Borrowing Privileges

Details about reciprocal campus access are detailed on campus libraries' borrowing policy pages:

- CU Anschutz: [Borrow, Return, Renew](#) ^[163]
- CU Boulder: [Borrowing Privileges](#) ^[164]
- CU Colorado Springs: [Borrowing Items from the Library](#) ^[165]
- CU Denver: [Circulation Policies](#) ^[166]

Other Research Support Centers and Labs

Center for Research Data & Digital Scholarships

All faculty may register for training and workshops at this research center, located at the CU Boulder library. [Learn more.](#)

In addition, public interdisciplinary consulting hours (currently on Tuesdays from 12-2pm) are open to faculty from all campuses. Just be aware, only current CU Boulder faculty may make appointments for more detailed project consultation and support.

[Center for Research Data and Digital Scholarship](#) ^[167]

Lab Facilities

Most computer, design, and prototyping lab facilities are managed at the college or department level. [Learn more.](#)

Since they are at the college or department level, you should direct questions to your chair or program assistant.

- CU Anschutz
 - [Inworks Innovation Initiative](#) ^[168] is a human-centered design and prototyping facility with locations on the CU Denver and Anschutz Medical campuses. Students, faculty, and members of the public can all access Inwork's facilities and schedule consultations for free or participate in equipment training workshops for a nominal fee.
- CU Boulder
 - [Idea Forge](#) ^[169]
 - [Shared Instrumentation Network](#) ^[170]
- CU Denver
 - [Inworks Innovation Initiative](#) ^[168]

- [Comcast Media and Technology Center](#) ^[171]

Teaching

Faculty Course Questionnaire (FCQ)

Campus Level

- CU Boulder: [Faculty Course Questionnaire](#) ^[172]
- CU Colorado Springs: [Faculty Course Questionnaire](#) ^[173]
- CU Denver: [Faculty Course Questionnaire](#) ^[174]

Freedom of Expression

- CU Anschutz: [Free Expression](#) ^[175]
- CU Boulder: [Free Expression](#) ^[176]
- CU Colorado Springs: [Free Expression](#) ^[177]
- CU Denver: [Free Expression](#) ^[178]

Grading Policies

Campus Level

- CU Anschutz
 - [Grades](#) ^[179]
- CU Boulder
 - [Post Final Grades](#) ^[180]
- CU Colorado Springs
 - [Grading](#) ^[181]
- CU Denver:
 - [Web Grading](#) ^[182]
 - [Grades](#) ^[183]

Teaching & Learning Resource Centers

Campus Level

- CU Anschutz
 - [School of Medicine Faculty Teaching Resources](#) ^[184]
 - [School of Pharmacy Resources Academic Technology](#) ^[185]
- CU Boulder
 - [Center for Teaching & Learning](#) ^[186]
- CU Colorado Springs
 - [Teaching Resources](#) ^[187]
- CU Denver
 - [Center for Excellence in Teaching & Learning](#) ^[188]

Student Resources

The following provides general resources for students on each campus, from health and wellness to financial aid and student organizations.

Centers for Diversity, Equity, and Inclusion

- CU Anschutz: [Central Office of Diversity, Equity, Inclusion, and Community Engagement](#) ^[106]
- CU Boulder: [Office of Diversity, Equity, and Community Engagement](#) ^[107]
- CU Colorado Springs: [Office of Equity, Diversity, and Inclusion](#) ^[108]
- CU Denver: [Office of Diversity, Equity, and Inclusion](#) ^[109]

Financial Aid & Scholarships

- CU Anschutz: [Student Finances and Financial Aid](#) ^[189]
- CU Boulder: [Office of Financial Aid](#) ^[190]
- CU Colorado Springs: [Financial Aid, Student Employment, and Scholarships](#) ^[191]
- CU Denver: [Student Finances and Financial Aid](#) ^[192]

Health, Wellness, and Recreation

- CU Anschutz: [Anschutz Health and Wellness Center](#) ^[193]
- CU Boulder: [Health and Wellness Services](#) ^[194]
- CU Colorado Springs: [Gallogly Recreation and Wellness Center](#) ^[195]
- CU Denver: [Wellness and Recreation](#) ^[196]

Student Counseling & Crisis Support

If faculty learn of or observe a student in crisis, there are student crisis response teams on each campus. The CU Denver, Anschutz Medical Campus, and CU Colorado Springs campuses have CARE teams that faculty can contact. Students can also contact the CARE teams directly.

- Anschutz Medical Campus
 - [CARE Team](#) ^[197]
 - [Case Management](#) ^[198]
- CU Boulder
 - [Counseling and Psychiatric Services](#) ^[199]
 - [Office of Victim Assistance](#) ^[200]
 - [Student Support & Case Management](#) ^[201]
- CU Colorado Springs
 - [CARE Team](#) ^[202]
 - [Mental Health Services](#) ^[203]
- CU Denver
 - [Campus Assessment, Evaluation, and Response \(CARE\) Team](#) ^[204]
 - [Counseling Center](#) ^[205]

Student Organizations

- CU Anschutz: [Student Organizations and Interest Groups](#) ^[206]
- CU Boulder: [Center for Student Involvement \(CSI\)](#) ^[207]

- CU Colorado Springs: [Registered Student Organizations](#) [208]
- CU Denver: [Student Organizations](#) [209]

Transfer Students

- CU Anschutz
 - Transfer credit policies vary by colleges/schools and may not be offered, contact your college's admissions department for further information.
 - [College of Nursing Transfer Credit](#) [210]
- CU Boulder
 - [Verify Your Transfer Credit](#) [211]
- CU Colorado Springs
 - [Transfer](#) [212]
- CU Denver
 - [Transfer Admissions](#) [213]

Veteran & Military Students

- CU Anschutz: [Veteran and Military Student Services](#) [214]
- CU Boulder: [Veteran and Military Affairs](#) [215]
- CU Colorado Springs: [Veteran and Military Affairs](#) [216]
- CU Denver: [Veteran and Military Student Services](#) [214]

RPT & Sabbaticals

Promotion & Tenure Expectations

- CU Anschutz: [School/College/Library Tenure & Promotion Primary Unit Criteria](#) [217]
- CU Boulder: [Promotion Information](#) [218]
- CU Colorado Springs: [Tenure Documents](#) [219]
- CU Denver: [School/College/Library Tenure & Promotion Primary Unit Criteria](#) [217]

Sabbaticals

A sabbatical is a privilege granted by the University for the advancement of the University, subject to the availability of resources. A sabbatical assignment is an important tool in developing academic scholarship and is a time for concentrated professional development. The faculty member shall use the sabbatical assignment in a manner that will enhance her/his scholarly and/or teaching competence and potential for service to the University, and advance departmental program goals.

System Level

- [Regent Policy 5.C.2\(I\)](#) [220]
- [Administrative Policy Statement 1024: Approval of Sabbatical Assignments](#) [221]

Campus Level

- CU Anschutz: [Sabbatical Application Form \(PDF\)](#) [222]
- CU Boulder: [Sabbaticals](#) [223]

- CU Colorado Springs: [Application for Sabbatical Assignment](#) [224]
- CU Denver: [Sabbatical Application Form \(PDF\)](#) [222]

Groups audience:

Faculty Senate | Faculty Council

Source URL: <https://www.cu.edu/faculty/faculty-guide>

Links

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