

# FC3 Meeting Minutes

Thursday, 23 August 2018

Pikes Peak Conference Room, 1800 Grant St, Denver, CO 80203/Zoom

In attendance:

- Carrie Makarewicz, Chair
- Carmen Stavrositu, Vice Chair
- Jenny Filipetti, Secretary
- Rian Cheley
- Jay Dedrick
- Cathy Beuten
- Ken McConnellogue
- Lory Bryan
- Judy Scott

Action items highlighted in yellow.

## I. Introductions and overview of committee responsibilities

### II. Next steps working with Benefits

One of biggest struggles Benefits has identified is communicating with faculty. Their goal is that employees are more proactive not reactive in making use of their benefits (moving beyond signing).

- Recap: activities to date
  - Certain populations targeted to let know about specific benefits (ex: over-65)
  - On-campus information sessions
  - Videos
  - Usually contact PPL (payroll liaison) with materials to hang, etc. but often not posted. Any contacts they currently have are just in a spreadsheet.
- Ways FC3 can help
  - **Ambassador's Program** – If I have a question about my benefits, there is someone in my department/college who has met with Benefits, knows where to find the information or who to call.
    - To come to next meeting
    - Is this something we think is our role?
    - What research/brainstorming or other prep work should we do prior to next meeting?
      - Faculty Council did a survey on faculty retirement plan holders on transition in vendors in June. INNOVEST portfolio group is summarizing. Michelle Martinez, Director of Strategic Initiatives (Employee Services) is a liaison. Report at Faculty Council in the fall.

- Goal of more direct line of communication with Faculty Assemblies on each campus. Perhaps we are the connectors to that. Currently they don't contact the assemblies.
- Prior to next meeting (9/13)
  - Jenny to create survey for us to ask around at our departments

### III. Committee Corner

- Goal: promote shared governance and inform faculty about committees' work
- Last year: FC3, Women, EMAC, EPUS
- Need committee chairs to commit to a specific month for 2018-19
- Is there interest in our committee members each being a liaison to one of the Faculty Council Committees? <https://www.cu.edu/faculty-council/committees-0>
  - Carmen to liaison with Women's Committee
  - Judy to liaison with LGBTQ+ Committee
  - Lory to liaison with Budget
  - Carrie to take on Personnel and Benefits, EMAC, and EPUS
  - Carrie to prepare e-mail by 8/27 to Judy and Carmen with details about calendar, contact, and other next steps.

### IV. Faculty Voices

Based on past faculty surveys, common feedback was the desire to see more critical dialogue pieces (non-promotional).

- Summary to date
  - Faculty Assembly survey results: Primarily positive feedback about idea
  - Not appropriate (or based on feedback, necessary) to pay faculty. Communications will put together a thank-you swag package, and the committee will write a thank-you letter they can use in dossiers, tenure portfolio, etc.
  - Past discussion has been how much editorial oversight we use. How do we write the call for submissions to reflect their ability to express their evidence-backed perspective (not a pure opinions piece).
    - Reporting on a campus group meeting likely belongs in campus communication channel, although such a meeting might generate a topic that would be relevant to the System via Faculty Voices.
  - Editorial process
    - General strategy
      - Weighing the intent of the initiative of creating open dialogue against the need to maintain university policy
      - However, feedback from Legal may be the exception where it regards risk management
    - People begin by submitting a brief pitch; if accepted ask to try to turnaround within about 30 days.

- By early September, Carrie and Jay to finalize the call for submissions and letter and send for review to FC3
  - Some specific wording: “Acknowledgement letter suitable for inclusion in your dossier;” “promotional CU items”
- Cathy, Ken, and Jay to circulate to rest of system heads about the initiative
- Priming the pump: setting the tone by committee members or colleagues writing initial submissions and/or providing examples from *Chronicles of Higher Ed*
  - Ex: <https://www.chronicle.com/article/Gag-Clause-at-Purdue/244340>
  - Ex: \$15k online-only degree initiative
- “Regular feature” without committing to specific timing
- How do we circulate this?
  - Faculty Council
  - Each of us as committee constituents
  - Direct to faculty listservs
  - Reaching out directly to people who have done TEDTalks or other public events; campus speakers’ bureau?
- Logistics
  - Jay to create webpage that lives on *CU Connections*
  - Submission form for pitches (also hosted on webpage) forwards to FC3 listserv
  - If necessary at future FC3 meeting, can revisit logistics
  - At September FC3 meeting, committee to make final decision about making the page/call live

## V. Communications Guide for Faculty

Creating a resource guide (electronic but also printed copy provided during New Faculty Orientation) regarding communications on campus and in the system, helping faculty promote their work. This has already been identified as a gap (“is what I’m doing interesting to the general public and if so how do I get my work out there?”).

### **To be called: “Faculty Council Communications Guide”**

#### Next steps

- Cathy, Jay, and Ken to canvas campus communications leads for existing resources and understand how they currently engage with faculty
  - Note: Boulder may not currently have a general internal communication lead
- For each campus, finding out who organizes new faculty orientations? What materials do they hand out?
  - Informally for any new faculty: what still don’t they know after orientation?
  - Also content from the Faculty Resources Center (UCCS), Center for Faculty Development (UCD)? Or would this overlap content from Faculty Success Guide - type resources?

What should go into the guide?

- Communications resource
  - How do I communicate my research?
  - Committee or department events, lectures, etc.
  - Regular features, etc.
  - Channels: across campus, across system, and/or to outside world
- Faculty governance information
  - Overview of functioning, roles, members, committees
  - Past issues it has dealt with
  - Also information about each Faculty Assembly
- Are there other sources of information that faculty should know are out there?

(VI). How can the committee be a vehicle about the president search?

- Ken is responsible for official communications
- Next month, Assemblies (Executive) will be working to create a list of what they'd like to see in the next president, what their priorities are as a campus, etc. to bring to Faculty Council October meeting to formalize a document comprising system-level and campus priorities
- What can the FC3 offer in this process?

# Items for next meeting agenda

- Final review/go-ahead of Faculty Voices communication
- Logistics on gathering information for Communications Guide
- Update regarding how committee might be a vehicle towards president search.