University of Wisconsin–Milwaukee  
CODIFICATION COMMITTEE  
2016-17 Annual Report

Members:

<table>
<thead>
<tr>
<th>Member</th>
<th>FAC</th>
<th>Department</th>
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<tr>
<td>Zachary Durlam</td>
<td>Music</td>
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<td>Thomas Malaby</td>
<td>Anthropology</td>
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<td>Margaret Noodin</td>
<td>English</td>
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<td>Konstantin Sobolev</td>
<td>Civil Engineering</td>
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<td>Kelly Kirshnter</td>
<td>FAC</td>
<td>Film</td>
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<td>Gillian Rodger, Chair</td>
<td>FAC</td>
<td>Music, Chair</td>
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<td>Trudy Turner</td>
<td>FAC</td>
<td>Secretary of the University</td>
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Charter:  
Functions/ Responsibilities:

A1.7 Codification Committee

1) Membership. Seven members as follows: three elected faculty members, three faculty members appointed by the University Committee; and ex-officio, the Secretary of the University, who serves as the committees secretary.

2) Functions

a) Reviews and makes recommendations concerning all proposed additions to and changes in existing university policies and procedures. The committee employs the criteria of clarity, internal consistency, and relation to other policies and procedures governing UWM. Such recommendations will accompany proposals for additions and alterations in policies and procedures when submitted for faculty action.

b) Undertakes and maintains a continuing review of faculty policies and procedures, and any supplement thereto.

c) Upon its own initiative, or by request of the University Committee, or at the direction of the University Faculty, recommends appropriate changes in faculty policies, procedures, and committee structure. Such recommendations are made only after consultation with the faculty committees concerned.

d) Assists and advises the Secretary of the University or other appropriate administrative officials in up-dating the UWM Policies and Procedures.

(Document 1016, 3/17/77; UWM Administration approval, 3/30/77)
Meetings:
The committee met seven times during the 2015-16 academic year:
August 31, 2016  March 1, 2017
September 29, 2016  April 5, 2017
December 21, 2016  April 26, 2017
February 1, 2017

Meetings scheduled for October and November were cancelled due to lack of business.

The committee approved
• Recommendation of the APC to amend the 2016-17 AY Calendar final exam dates (FD# 2983 and 3040).
• Recommendation of the GFC to amend the policy on PhD Residency Requirements (GFC Doc #682).
• Recommendation of the GFC to amend the English Proficiency Requirement for Graduate Students and Graduate Teaching Assistants (GFC Doc #1373).
• Recommendation of the Athletic Board to amend the Student-Athlete Missed Class policy
• Recommendation of the UC to revise the Tenured Faculty Review and Development policy (SAAP #52.75).
• Recommendation of the Academic Policy Committee (APC) to establish an Instructor Grading Deadline policy.
• Recommendation of the Distinguished Professors to Amend FD2885F1: Selection of UWM Distinguished Professors Procedures for Nomination.
• Recommendation of the UC to revise the Tenured Faculty Review and Development policy (SAAP #52.75). Recommendation of the Athletic Board to Amend FD 2848: UWM P&P Ch. A1.5 Athletic Board Charter.
• Recommendation of the Athletic Board to Amend FD 2849: Athletic Board By-laws. Recommendation of the Department of Mathematical Sciences, the L&S Academic Policies & Curriculum Committee, and the Faculty of the College of Letters & Science to Approve the Authorization to Implement an MS and PhD in Atmospheric Sciences
• Recommendation of the GFC to amend the Criteria for: 1) Graduate Faculty Membership; 2) Major Professor, Advisor or Committee Chair, and Committee Members for Master’s Students; and 3) Major Professor, Advisor or Committee Chair, and Committee Members for Doctoral Students (GFC Doc #1173).
• Recommendation of the Academic Policy Committee to Revise Faculty Document 214: Recommendation on Final Examinations
• Recommendation of the Academic Policy Committee to Revise Faculty Document 1895R3: Uniform Syllabus Policy

There were a number of proposals that were delayed or unable to be considered by the committee due in large part to a lack of clarity (most often a document that tracked changes to the text was absent) or which lacked a needed approval matrix. This delayed the approval process, although most were approved during the academic year.

Respectfully submitted,
Gillian Rodger, Professor
Codification Committee Chair 2016-17.