

PLEASE NOTE: Members, when addressing Faculty Council, please stand and identify yourselves. Guests wishing to speak please fill out a guest card to be handed to the Chair prior to speaking.

PLEASE NOTE: Members planning to introduce amendments are requested to provide copies to the Faculty Council Office, 18A Administration, at least 24 hours before this meeting.

AGENDA
Faculty Council Meeting
Tuesday, May 6, 2014 - 4:00 p.m. – Behavioral Sciences 131

May 6, 2014 FACULTY COUNCIL AGENDA ITEMS:

I. Proposed Faculty Council Agenda – May 6, 2014-Behavioral Sciences 131-4:00 p.m.

A. ANNOUNCEMENTS

1. Next Faculty Council Meeting – September 2, 2014 – Clark Building – Room A201 - 4:00 p.m.
2. Executive Committee Meeting Minutes – March 25, April 8, April 15, 2014 (<http://facultycouncil.colostate.edu/index.asp?url=links>)

B. MINUTES TO BE APPROVED

1. Faculty Council Meeting Minutes – April 1, 2014 (pp.1-17)

C. UNFINISHED BUSINESS

1. Standing Committee Elections – Committee on Faculty Governance (pp. 18-19)
2. University Committee Elections – Committee on Faculty Governance (p. 20)

D. REPORTS TO BE RECEIVED

1. Provost/Executive Vice President - Rick Miranda
2. Faculty Council Chair - Timothy Gallagher
3. Board of Governors Faculty Representative- Alexandra Bernasek

E. CONSENT AGENDA

1. UCC Minutes (2/14, 2/28; 3/14 and 4/11/14) – (pp. 21-74)

F. ACTION ITEMS

1. Proposed revisions to the *General Catalog*, Section 1.3 – College Board Advanced Placement Program – UCC (pp. 75-76)
2. Proposed Revisions to the *Manual*, Sections B.2.6.2 – Procedures for Approval of CIOsUs; B.2.6.5 – Procedures for Periodic Evaluation of CIOsUs – CUP (pp. 77-78)

3. Request to add Undergraduate Certificates policy and include it in Section 2.1 of the *General Catalog* – UCC (pp.79-80)
4. New SAU – The School of Global Environmental Sustainability (SoGES) – UCC (pp. 81-88)
5. New SAU – The Leadership, Entrepreneurship, Arts Advocacy and the Public (LEAP) Institute for the Arts – UCC (pp. 89-101)
6. Proposed Code Change to Section C.2.1 of the *Manual* – CoFG (pp. 102-114)
7. Request to Add Minimum Grade of “C” Requirement in the Italian Studies Interdisciplinary Studies Minor – UCC (pp. 115-120)
8. Proposed Revisions to the *General Catalog*, Section 1.7 Enrollment Status – UCC (pp. 121-123)
9. Proposed Revisions to Section E.6 , Graduate Certificate Program of the *Graduate and Professional Bulletin* – CoSRGE (pp. 124-129)
10. Proposed Revisions to the *Manual*, Section D.2.1 Benefits Committee; Section D.5.3 Appointments; and Section D.7 Conditions of Employment – CoRSAF (pp. 130-132)
11. Proposed Revisions to the *Manual*, Appendix 3: Family Medical Leave Policy – CoRSAF (pp. 133-139)
12. Proposed Revisions to the *Manual*, Section E.2.1.5 Temporary Appointments – CoRSAF (pp. 140-141)
13. Proposed Revisions to the *Manual*, Section G.1 Study Privileges; G.4 Tuition Scholarship; G.5 Benefits- CoRSAF (pp. 142-145)
14. Proposed Revision to the *Manual*, Section F. Leave Policies – CoRSAF (pp. 146-153)

Secretary's Note: Please detach at this line, print your name, and leave in attendance box at the Faculty Council meeting. If you must be absent, you are encouraged to send a substitute representative of academic faculty status in order to provide proper representation at the meeting. Substitutes should turn in the attendance slip at the meeting and indicate on the slip whom they are representing. Members will find it helpful to have copies of the Faculty Council, University Curriculum Committee and Executive Committee minutes available for reference at the meeting.

15. Request to change the name of the Major in Journalism and Technical Communication to Journalism and Media Communication – UCC (p. 154)
16. Recommendation for Discontinuance and Continuance of Centers, Institutes and Other Special Units (CIOSUs) for the academic year 2013-2014 – CUP (pp. 155-157)
17. Proposed Revisions to the *Manual* – Appendix I – Discrimination, Harassment, Sexual Harassment, Sexual Misconduct, Domestic Violence, Dating Violence, Stalking, and Retaliation – CoRSAF (pp. 158-177)
 - Josh Zugish – Office of General Counsel
 - Bob Schur, Director, Policy and Compliance Office
18. Proposed Revisions to the *Manual*, Section K – CoRSAF (pp. 178-186)

Secretary's Note: Please detach at this line, print your name, and leave in attendance box at the Faculty Council meeting. If you must be absent, you are encouraged to send a substitute representative of academic faculty status in order to provide proper representation at the meeting. Substitutes should turn in the attendance slip at the meeting and indicate on the slip whom they are representing. Members will find it helpful to have copies of the Faculty Council, University Curriculum Committee and Executive Committee minutes available for reference at the meeting.

To Faculty Council Members: Your critical study of these minutes is requested. If you find errors, please contact Rita Knoll at rita.knoll@colostate.edu.

NOTE: Final revisions are noted in the following manner: additions underlined; deletions ~~over-scored~~.

MINUTES
Faculty Council Meeting
April 1, 2014

CALL TO ORDER

The Faculty Council meeting was called to order at 4:02 p.m. by Timothy Gallagher, Chair.

ANNOUNCEMENTS

- A. Next Faculty Council Meeting – May 6, 2014 – Behavioral Sciences 131 - 4:00 p.m.

Gallagher announced that the next Faculty Council meeting will be held on Tuesday, May 6, 2014 in Room 131, Behavioral Sciences at 4 p.m.

- B. Executive Committee Meeting Minutes – February 18 and March 11, 2014
(<http://facultycouncil.colostate.edu/index.asp?url=links>)

Gallagher announced that the Executive Committee meeting minutes from February 18 and March 11, 2014 can be found on the Faculty Council website.

MINUTES TO BE APPROVED

- A. Faculty Council Meeting Minutes – March 4, 2014

Pedros-Gascon, Foreign Languages and Literatures, asked that on page 11, the language be included to provide context for his comments.

McCambridge, Management, moved to approve the minutes as amended with Pedros-Gascon's addition.

Hayne, Computer Information Systems, seconded the motion.

McCambridge's motion was adopted.

REPORTS TO BE RECEIVED

- A. President – Tony Frank

Frank reported the following:

1. Regarding the State budget, Frank reported that the State still plans for \$100 million

of new funding for higher education (\$40 million for financial aid, \$60 million through traditional funding formulas) for the next fiscal year. Governor Hickenlooper would like universities to hold tuition level increases below 6%. Frank reported that student fees will also likely increase next year, as the student body is considering new fees to support transportation, increased Wi-Fi access, and a new Biology building. CSU's tuition and fee increase would be 6.2%.

2. CSU is in the process of reviewing and drafting a new parking and transportation plan. Meetings with the Committee on Strategic and Financial Planning, the Parking Committee, and other committees have been held to discuss parking and transportation issues in general. The administration has reached the conclusion not to privatize or internally monetize parking assets. Instead, the committees supported the model that parking fees should fund the parking master plan rather than generate income. CSU will draft a plan that includes parking and transportation proposals that will be available for public comment. A specific parking plan will be presented to the Board of Governors next year.
3. With regard to the on-campus stadium, CSU is in the design and development phase, during which CSU will look at community impacts and how to mitigate them. A professional firm has been hired to provide professional expertise to engage the community in impacts and mitigation. This process will likely carry into the summer. The next phase is the production of construction documents. This phase will not begin until a formal approval to proceed has been received by the Board of Governors, which likely will not occur before the BOG meeting in October 2014. This meeting marks the self-imposed deadline by which CSU hopes to raise at least 50% of the funds for the new stadium.
4. July 1, 2014 will be the start of the FY15 fiscal year. This will be the first time CSU has 5 full years of fiscal data under the current administration. A review of metrics will be conducted to assess CSU's progress towards certain goals.

Van Buren, Anthropology, asked if there are plans to increase faculty lines through college (Dean)-level funding, so that student-to-faculty (S:F) ratios return to levels similar to 2008 or before. Frank responded that as temporal patterns in metrics are examined, he will consider all data (student numbers, tenure-track faculty numbers, and adjunct faculty numbers), and not just ratios. He explained that comparisons of S:F ratios over time might be overly simplistic. Frank added that he did not want the current ratio of tenure-track faculty-to-adjunct faculty to change significantly in response to student body growth. In other words, CSU won't address student growth by hiring strictly adjunct faculty. Frank also added that the long term projections by Colorado Futures predict that CSU will be completely defunded from the State

sometime between 2020 and 2030, and that CSU needs to think about a sustainable S:F ratio in the future, in light of defunding, rather than try to obtain a ratio CSU held in the past.

Nancy Hunter, Libraries, asked about the consequence of State defunding of higher education, in terms of what it would mean to CSU's identity as a State university. Frank replied that some leaders of other universities have asked the same question, and their position is that if a university is no longer state funded, then the university should be released from State regulations. For example, the university should be allowed full autonomy to manage enrollment and tuition like a private university manages theirs. Frank added that however, CSU benefits from the brand of being a "State" land grant university and therefore may not want to remove itself from the State. Frank added that land grant university operational aspects in the future will certainly not be the same as the past, but that CSU should still aspire to meet the challenges and the spirit of the land grant university.

David Gilkey, CVMBS, asked about if there would be increases in residence scholarships in the future to attract high-ability students. In response, Frank discussed CSU investment strategy for merit-based scholarships. He acknowledged that in-state merit-based scholarship packages are not as strong as some of our peer institutions. Frank responded that other institutions have invested heavily in scholarship packages for high-ability students, which is very expensive and works well for institutions with very deep pockets. CSU has chosen to follow a different model, which is to not compete for the most expensive tier of very high-end students, but to compete for high quality students not necessarily in that top tier. Frank discussed CSU's in-state vs. out-of-state financial aid models, and balancing financial aid investments with yields.

Frank's report was received.

B. Provost/Executive Vice President - Rick Miranda

Miranda reported the following:

1. Miranda recently spoke with John Didier, the Center Director of INTO Center. He reported to Faculty Council that right now, student applications are double the number from the same time last year. Miranda also highlighted other international recruitment efforts, including those of Dr. Wei Gao, from the Warner College of Natural Resources. Dr. Gao and WCNR are active in creating partnerships with Chinese universities and high schools to bring Chinese students here to CSU in a 2+2 program. A Masters of Tourism program is being offered to students at CCNU in China as an experiment to provide CSU programs internationally.

2. Miranda announced that the State budget Long Bill will likely be signed in the next week or two. There are no anticipated changes to State appropriations to higher education. There has been discussion in the joint budget committee in concert with the capital committee. The Chemistry Building has been on the State list for funding for 6-7 years, and hopefully will be selected for funding soon.
3. Melissa Trifiletti was recently hired as the new Director for Office of Admissions.
4. Dr. Diana Wall, Director of SoGES, was named to the Colorado Women's Hall of Fame.
5. CSU, in partnership with ASCSU, is developing a proposal for transportation and parking plans, which will be released for campus input. Miranda discussed plans to connect the Max bus system with east-west circulator buses to connect Max with other areas of campus, including the Foothills campus.
6. ASCSU is considering new fees: a transportation fee, a facility fee to fund a new Biology building, and a Wi-Fi fee to improve Wi-Fi access throughout campus.
7. Miranda visited two more departments; the Department of Human Dimensions of Natural Resources and the Department of Psychology.
8. Miranda attended the Deans Fest on March 31, during which the College and Library Deans presented their near and medium-term strategic hiring plans. Common needs and opportunities for cluster hires were discussed.

Miranda's report was received.

C. Faculty Council Chair - Timothy Gallagher

Gallagher reported the following:

- A. Kathy Duquoin is acting Parliamentarian during this meeting due to Lola Fehr's absence today.
- B. There will be no Board of Governors report today due to Bernasek's excused absence. There have been no BOG meetings since last report.
- C. Dr. Randy Schekman's presentation on open access was on March 24, 2014, and was well attended, with the room being filled.

- D. Gallagher announced that there is no discussion item today, and there is no plan for one during the May meeting due to the number of action items on the agendas.

Gallagher's report was received.

- E. Board of Governors Faculty Representative- Alexandra Bernasek

There was no report.

CONSENT AGENDA

- A. UCC Minutes for 1/31 and 2/7/14

Makela Chair of University Curriculum Committee, moved that Faculty Council approve the UCC Minutes for January 31 and February 7, 2014.

Makela's motion was adopted.

ACTION ITEMS

- A. Standing Committee Elections – April 1, 2014 – Committee On Faculty Governance

Lunde, Vice Chair of the Committee on Faculty Governance, nominated on behalf of the Committee on Faculty Governance the following faculty members to serve on the Faculty Council Standing Committees:

Committee on Faculty Governance		
Emily Moore	Liberal Arts	2017

Committee on Intercollegiate Athletics		
Gregory Florant	Natural Sciences	2017
Shea Swauger	University Libraries	2017

Committee on Libraries		
Antero Garcia	Liberal Arts	2017

Committee on Responsibilities and Standing of the Academic Faculty		
Bill Hanneman	Vet. Med. Biomed. Sci.	2017

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Committee on Scholarship, Research, and Graduate Education		
William Sanford	Natural Resources	2017

Committee on Scholastic Standards		
Debbie Crans	Natural Sciences	2017
Melinda Frye	Vet. Med. Biomed. Sci.	2017

Committee on Non-Tenure Track Faculty		
Torsten Eckstein	Vet. Med. Biomed. Sci.	2017

Committee on Strategic and Financial Planning		
Antonio Pedros-Gascon	Liberal Arts	2017
Daniel Draper	University Libraries	2017

Committee on Teaching and Learning		
Jennifer McLean	Vet. Med. Biomed. Sci.	2017
Catherine Cranston	University Libraries	2017

Committee on University Programs		
Eric Prince	Liberal Arts	2017

University Curriculum Committee		
Howard Ramsdell	Vet. Med. Biomed. Sci.	2017

Gallagher asked if there were any additional nominations from the floor. Hearing none, Gallagher closed the nominations.

All faculty members nominated were elected to a three-year term beginning on July 1, 2014 through June 30, 2017.

B. Elections for University Committees – April 1, 2014 – Committee on Faculty Governance

Lunde, Vice Chair of the Committee on Faculty Governance, nominated on behalf of the Committee on Faculty Governance the following faculty members to serve on the University Committees:

Discipline Panel		
Dawn Grapes	Liberal Arts	2017

Grievance Panel
Zach Hutchins

Liberal Arts

2017

Gallagher asked if there were any additional nominations from the floor. Hearing none, Gallagher closed the nominations.

Dawn Grapes and Zach Hutchins were elected to three-year terms beginning on July 1, 2014 through June 30, 2017.

- C. Proposed Revisions to the *General Catalog*, Undergraduate English Proficiency, Section 1.3 – Freshmen Applicants, Section 1.3 – For International Students, and Section 1.5 – English Proficiency – UCC

Makela, Chair of University Curriculum Committee, moved that Faculty Council adopt the proposed revisions to the *General Catalog*, Undergraduate English Proficiency, Section 1.3 – Freshmen Applicants, Section 1.3 – For International Students, and Section 1.5 – English Proficiency.

There was no discussion.

Makela's motion was adopted.

- D. Early Childhood Education Major, New degree – UCC

Makela, Chair, University Curriculum Committee, moved that Faculty Council adopt a new major in Early Childhood Education (B.S.), to be effective Spring Semester 2015.

There was no discussion.

Makela's motion was adopted.

- E. Minimum Grade of "C" Requirement in the Minor of Applied Environmental Policy Analysis – UCC

Makela, Chair of University Curriculum Committee, moved that Faculty Council adopt a minimum grade requirement of a "C" for a minor in Applied Environmental Policy Analysis.

There was no discussion.

8

Makela's motion was adopted.

F. Business Minor Minimum Grade of "C" Requirement – UCC

Makela, Chair of University Curriculum Committee, moved that Faculty Council adopt a minimum grade requirement of "C" in all Business courses required in the Business minor, to be effective Fall Semester 2014.

There was no discussion.

Makela's motion was adopted.

G. Approve the Center for Mindfulness as a new CSIOU – CUP

Stromberger, Vice Chair of Faculty Council, on behalf of the Committee on University Programs moved that Faculty Council adopt the Center for Mindfulness as a new Center, Special Institute and Other Unit (CSIOU)

Van Buren, Anthropology, asked for further detail on the proposed Center.
Matheson, Human Development and Family Studies, responded that she was on the Steering Committee to develop this Center. This Center will focus on practice of mindfulness, and research and scholarship of mindfulness.

Stromberger's motion was adopted.

H. Graduate Degree Program in Ecology, New SAU, effective July 1, 2014 – UCC

Makela, Chair of University Curriculum Committee, moved that Faculty Council adopt a new Special Academic Unit, the Graduate Degree Program in Ecology, to be effective July 1, 2014.

There was no discussion.

Makela's motion was adopted.

I. New Interdisciplinary Minor in Legal Studies – UCC

Makela, Chair of University Curriculum Committee, moved that Faculty Council adopt a new interdisciplinary minor in Legal Studies, to be effective Fall Semester 2014.

There was no discussion.

Makela's motion was adopted.

- J. Add Minimum Grade Requirement (3.0) GPA for the Accredited Didactic Program Option under the Major in Nutrition and Food Science, Dietetics and Nutrition Management Concentration – UCC

Makela, Chair of University Curriculum Committee, moved that Faculty Council adopt a minimum grade requirement of 3.0 GPA for the accredited Didactic Program Option under the major in Nutrition and Food Science, Dietetics and Nutrition Management Concentration, to be effective Fall Semester 2014.

There was no discussion.

Makela's motion was adopted.

- K. Proposed revision to the *Manual*, Section I.7 – Student Appeals of Grading Decisions – CoRSAF

David Greene, Chair of CoRSAF, moved that Faculty Council adopt the proposed revisions to the Manual, Section I.7 – Student Appeals of Grading Decisions, to be effective upon approval by the Board of Governors of the Colorado State University System as follows:

Greene explained that the revisions were made to clarify two issues. First, when a grade received in the spring semester is appealed in the summer, sometimes a panel member or instructor cannot meet because they are not available. The change allows an appeal for grades received in the spring to take place in the summer or the following fall semester. Second, the revisions provide detailed information to departments on how to form the grade appeal committee.

There was no discussion.

Greene's motion was adopted.

- L. Proposed revisions to the *General Catalog*, Section 1.3 – The College Board Advanced Placement Program – UCC

This action item was pulled from the April 1, 2014 Faculty Council meeting agenda. UCC will bring this forward to Faculty Council at a later time.

- M. Request for New Master of Greenhouse Gas Management and Accounting – Plan C – UCC

Makela, Chair of University Curriculum Committee, moved that Faculty Council adopt a new Plan C master's program of Greenhouse Gas Management and Accounting, to be effective Fall Semester 2014.

Steingraber, Biology, Plan C program is Course work only program. Information presented to Faculty Council doesn't present the coursework.

Conant, DESS, Guest, explained that the program includes a core set of required courses and a set of elective courses that focus on applications and specializations.

Makela added that all the Departments have signed off on the program. Gallagher displayed the coursework from the UCC minutes posted on-line, onto a projector for Faculty Council to view.

Makela's motion was adopted.

- N. Russian Studies Interdisciplinary Minor Minimum Grade of "C" Requirement – UCC

Makela, Chair of University Curriculum Committee, moved that Faculty Council adopt a new minimum grade requirement of "C" in all courses required in the Russian Studies Interdisciplinary Minor, to be effective Summer Semester 2014.

There was no discussion.

Makela's motion was approved.

- O. Statistics Major Minimum Grade of "C" Requirement – UCC

Makela, Chair of University Curriculum Committee, moved that Faculty Council adopt a new minimum grade requirement of "C" in each mathematics, statistics, and computer science courses required for the Statistics Major, to be effective Fall Semester 2014.

Explained that the minimum grade program was on the Statistics concentration, which was once included within the mathematics major. This request carries the standard over to the recently approved Statistics major.

There was no discussion.

Makela's motion was approved.

P. Change Liberal Arts Major Name to Interdisciplinary Liberal Arts Major – UCC

Makela, Chair of University Curriculum Committee, moved that Faculty Council adopt the name change of the Liberal Arts major to Interdisciplinary Liberal Arts major, to be effective Fall Semester 2014.

There was no discussion.

Makela's motion was approved.

Q. General Sociology Minor Minimum Grade of "C" Requirement – UCC

Makela, Chair of University Curriculum Committee, moved that Faculty Council adopt a new minimum grade requirement of "C" in all courses required in the General Sociology minor, to be effective Summer Semester 2014.

There was no discussion.

Makela's motion was approved.

R. Criminology and Criminal Justice Minor Minimum Grade of "C" Requirement – UCC

Makela, Chair of University Curriculum Committee, moved that Faculty Council adopt a new minimum grade requirement of "C" in all courses required in the Criminology and Criminal Justice minor, to be effective Summer Semester 2014.

There was no discussion.

Makela's motion was approved.

S. Proposed Revisions to the *Manual*, Appendix I – Sexual Harassment Policy – CoRSAF

This action item was pulled from the agenda and will be presented to Faculty Council during the May 6, 2014 Faculty Council meeting.

Gallagher explained that CoRSAF and the Office of General Counsel worked together to develop a revision to Appendix I to bring the policy into compliance with new Federal laws and regulations. OGC sent a draft to CoRSAF, who suggested some additional revisions. OGC will draft a final document for Faculty Council to consider in May.

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Pedros-Gascon, Foreign Languages, noted that the chart included in the revised policy was not clear. Gallagher explained that the chart was one of the revisions requested by CoRSAF. Greene noted that the policy must include students, employees, and affiliates of CSU, which involve different pieces of legislation. Gallagher asked Faculty Council members to email to him additional concerns/comments regarding the proposed policy.

Faculty Council adjourned at 5:27 p.m.

Timothy Gallagher, Chair
Mary Stromberger, Vice-Chair
Rita Knoll, Executive Assistant

ATTENDANCE
BOLD INDICATES PRESENT AT MEETING
UNDERLINE INDICATES ABSENT AT MEETING

Agricultural Sciences

Jordan Suter	Agricultural and Resource Economics
(Substitute for Norman Dalsted)	
<u>Jack Whittier</u>	Animal Sciences
Deb Young	Bioagricultural Sciences & Pest Management
Bradley Goetz	Horticulture & Landscape Architecture
<u>Francesca Cotrufo</u>	Soil and Crop Sciences
Milt Thomas	College-at-Large
Kelly Curl	College-at-Large

Business

Margarita Lenk	Accounting
Stephen Hayne	Computer Information Systems
Patricia Ryan	Finance and Real Estate
Jim McCambridge	Management
Kelly Martin	Marketing

Engineering

Russ Schumacher	Atmospheric Science
Travis Bailey	Chemical and Biological Engineering
Suren Chen	Civil and Environmental Engineering
<u>Sourajeet Roy</u>	Electrical and Computer Engineering
(Substitute for Steve Reising thru Spring 2014)	
<u>Azer Yalin</u>	Mechanical Engineering
Elizabeth Barnes	College-at-Large
(Substitute for Eric Maloney)	
<u>Jose Chavez</u>	College-at-Large
Ali Pezeshki	College-at-Large
(Substitute for J. Rockey Luo)	

Health and Human Sciences

<u>Stephanie Clemons</u>	Design and Merchandising
Tracy Nelson-Ceschin	Health and Exercise Science
David Sampson	Food Science and Human Nutrition
Jenn Matheson	Human Development and Family Studies

Bolivar Senior (Substitute for Scott Glick)	Construction Management
David Greene	Occupational Therapy
<u>Sharon Anderson</u>	School of Education
Kim Bundy-Fazioli	School of Social Work
Liberal Arts	
Mary Van Buren	Anthropology
<u>Marius Lehene</u> (Substitute for Eleanor Moseman thru Spring 2014)	Art
Elizabeth Williams	Communication Studies
<u>Martin Shields</u>	Economics
<u>Sue Doe</u>	English
Albert Bimper (Substitute for Ernesto Sagas)	Ethnic Studies
Antonio Pedros-Gascon	Foreign Languages and Literature
Thaddeus Sunseri (Substitute for Robert Gundmestad)	History
Cindy Christen	Journalism and Technical Communication
Gary Moody	Music, Theater, and Dance
Michael McCulloch	Philosophy
<u>Bradley MacDonald</u>	Political Science
Ken Berry	Sociology
Mary Vogl	College-at-Large
Jolyon (JT) Hughes	College-at-Large
Eric Aoki	College-at-Large
Natural Resources	
<u>Melinda Laituri</u>	Ecosystem Science and Sustainability
Paul Doherty	Fish, Wildlife, and Conservation Biology
Yu Wei	Forest, Rangeland, & Watershed Stewardship
<u>Sven Egenhoff</u>	Geosciences
Stu Cottrell	Human Dimensions of Natural Resources
Natural Sciences	
Tom Santangelo	Biochemistry and Molecular Biology
David Steingraeber	Biology
<u>George Barisas</u>	Chemistry
<u>Ross McConnell</u>	Computer Science
Iuliana Oprea	Mathematics
<u>Raymond 'Steve' Robinson</u>	Physics

Zinta Byrne	Psychology
Geof Givens	Statistics
<u>Ed DeLosh</u>	College-at-Large
Christos Papadopoulos	College-at-Large
Roger Culver	College-at-Large
<u>Carl Patton</u>	College-at-Large

Veterinary Medicine and Biomedical Sciences

James Graham	Biomedical Sciences
(Substitute for Elaine Carnevale)	
<u>Howard Seim</u>	Clinical Sciences
Ken Blehm	Environmental and Radiological Health Sciences
(Substitute for John Rosecrance)	
<u>Gary Mason</u>	Microbiology, Immunology and Pathology
Terry Nett	College-at-Large
<u>Jeffrey Wilusz</u>	College-at-Large
C. W. Miller	College-at-Large
<u>Pete Hellyer</u>	College-at-Large
David Gilkey	College-at-Large
E. J. Ehrhart	College-at-Large
Melinda Frye	College-at-Large
<u>Ronald B. Tjalkens</u>	College-at-Large

University Libraries

Nancy Hunter	Libraries
Rachel Erb	At-Large

Officers

Tim Gallagher	Chair, Faculty Council
Mary Stromberger	Vice Chair, Faculty Council
<u>Alex Bernasek</u> (Excused)	BOG Faculty Representative
Rita Knoll	Executive Assistant
Kathy Duquoin	Parliamentarian
(Substitute for Lola Fehr)	

Ex Officio Voting Committee Chair Members

Diane Lunde	Chair Committee on Faculty Governance
(Substituting for Don Estep)	
Susan LaRue	Chair Committee on Intercollegiate Athletics

Jerry Magloughlin
David Greene*

Mark Zabel

Melinda Frye*
Jeff Wilusz*
Stephanie Clemons*
Eric Prince
Carole Makela

Chair Committee on Libraries
Chair Committee on Responsibilities and Standing of
Academic Faculty
Chair Committee on Scholarship Research and Graduate
Education
Chair Committee on Scholastic Standards
Chair Committee on Strategic and Financial Planning
Chair Committee on Teaching and Learning
Chair Committee on University Programs
Chair University Curriculum Committee

*Indicates Member of Faculty Council

Ex Officio Non-Voting Advisory Committee Chair Members

Jennifer Aberle Chair Committee on Faculty Governance

Ex Officio Non-Voting Members

Anthony Frank	President
Rick Miranda	Provost/Executive Vice President
Brett Anderson	Vice President for Advancement
Mary Ontiveros	Vice President for Diversity
Lou Swanson	Vice President for Engagement/Director of Extension
Robin Brown	Vice President for Enrollment and Access
Daniel Bush	Vice Provost for Faculty Affairs
Patrick Burns	Vice President for Information Technology/Dean University Libraries
Jim Cooney	Vice Provost for International Affairs
Tom Milligan	Vice President for Public Affairs
Alan Rudolph	Vice President for Research
Blanche M. Hughes	Vice President for Student Affairs
Kathleen Pickering	Vice Provost for Undergraduate Affairs
Amy Parsons	Vice President for University Operations
Craig Beyrouty	Dean, College of Agricultural Sciences
Jeff McCubbin	Dean, College of Applied Human Sciences
Ajay Menon	Dean, College of Business/Executive Dean
David McLean	Dean, College of Engineering
Jodie Hanzlik	Dean, Graduate School
Ann Gill	Dean, College of Liberal Arts
Jan Nерger	Dean, College of Natural Sciences
Mark Stetter	Dean, College of Veterinary Medicine and Biomedical Sciences

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Joyce Berry
David Mornes

Dean, Warner College of Natural Resources
Chair, Administrative Professional Council

Rita Knoll, Executive Assistant

REVISED BALLOT
Academic Faculty Nominations to Faculty Council Standing Committees
May 2014

<u>Merlyn Paulson</u> (Nominated by Committee on Faculty Governance)	Agricultural Sciences	2017
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Committee on Intercollegiate Athletics

Committee on Libraries

Committee on Responsibilities and Standing of the Academic Faculty

Committee on Scholarship, Research, and Graduate Education

Committee on Scholastic Standards

<u>Liba Pejchar Goldstein</u> (Nominated by Committee on Faculty Governance)	Natural Resources	2017
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2017

**ELECTIONS FOR APPOINTED ACADEMIC FACULTY REPRESENTATIVES
UNIVERSITY COMMITTEES
(3 year terms)**

Committee	Appointee/Representative	Term
Benefits Committee	Yongli Zhou	
	TBD	2017 2017
Discipline Panel		2017
	TBD	2017
	TBD	2017
Grievance Panel		
	TBD	2017
	TBD	2017
	TBD	2017
	TBD	2017
	TBD	2017

A regular meeting of the University Curriculum Committee was held on February 14, 2014, at 2:00 p.m.

Members present: Chair Carole Makela, Professors Bradley Goetz, Paul Mallette, Patrick Fitzhorn, Mike Hogan for Nancy Jianakoplos, Julia Savidge for Paul Meiman, Ed DeLosh for Steve Strauss, Howard Ramsdell, Michelle Wilde, graduate representative Andrew Bondi, undergraduate representative Sam Guinn, and Kathleen Pickering (ex-officio).

Guests: Fionna Bright, Kelley Brundage, Rich Conant, Carrie Middleton, and Linda Selkirk

Minutes

The minutes of February 7, 2014, were approved.

Experimental Course Report

The Experimental Course report was received.

Consent Agenda

The Consent Agenda was approved.

CURRICULAR REQUESTS

NT-B, offered as a nontraditional, blended course.

The following curricular requests were approved.

New Courses

Effective Date

WR 487 Var[1-6]. Internship. F, S, SS. Prerequisite: Written consent of instructor. Spring Semester 2015

Supervised work experience in professional settings related to Watershed Science.

Major Change to Courses

Effective Date

SOWK 500 03(3-0-0). Principles and Philosophy of Social Work, change to: Spring Semester 2015

SOWK 500 03(3-0-0). Principles and Philosophy of Social Work. F, S, SS. Prerequisite: Admission to the M.S.W. program. Blended format course is a partial-semester course.

Knowledge, values, history, and philosophy of social work. (NT-B)

[Approved as a blended course. Online format to be deleted.]

SOWK 515 04(3-0-1). Theoretical Foundations for Social Work, change to: Spring Semester 2015

SOWK 515 04(3-0-1). Theoretical Foundations for Social Work. F, S. Prerequisite: SOWK 500 or concurrent registration. Blended format course is a partial-semester course.

Socio-behavioral principles relevant to generalist social work practice. (NT-B)

[Approved as a blended course.]

New Curricula

College of Business
Department of Management
Major in Business Administration
Human Resource Management Concentration

Effective Fall 2014

(The entire program is shown.)

In addition to the business administration core courses, the following must be completed:

<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
<u>SOPHOMORE</u>			
	<u>Electives</u>	6	
<u>JUNIOR</u>			
MGT 310	<u>Human Resource Management</u>	3	
MGT 350	<u>Employment Relations: The Legal Environment</u>	3	
MGT 374 ^p	<u>Total Rewards and Performance Management</u>	3	
MGT 474 ^p	<u>Human Resource Planning and Development</u>	3	
	<u>Electives</u>	9	
	<u>TOTAL</u>	21	
<u>SENIOR</u>			
<i>Select three courses from the following:</i>			
MGT 410 ^p	<u>Leadership and Organizational Behavior</u>	3	
MGT 411 ^p	<u>Leading High Performance Teams</u>	3	
MGT 473	<u>Employment Relations: Labor and Management</u>	3	
MGT 476 ^p	<u>Negotiation and Conflict Management</u>	3	
	<u>Electives¹</u>	10	
	<u>TOTAL</u>	19	
<u>CONCENTRATION TOTAL</u>		46	
PROGRAM TOTAL = 120 credits			

^p This course has at least one prerequisite. Check the Courses of Instruction section of the catalog at <http://catalog.colostate.edu> to see the course prerequisites.

¹ Students must take 25 credits of electives to bring the program total to 120 credits. A minimum of three of these credits must be at the 300- 400- level.



Major in Business Administration
Supply Chain Management Concentration

Effective Fall 2014

(The entire program is shown.)

In addition to the business administration core courses, the following must be completed:

<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
<u>SOPHOMORE</u>			
	<u>Electives</u>	6	
<u>JUNIOR</u>			
<i>Select two of the following courses:¹</i>			
MGT 375 ^p	<u>Advanced Supply Management</u>	3	

<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
MGT 376 ^p	Advanced Service and Manufacturing Operations	3	
MGT 377 ^p	Advanced Logistics	3	
MGT 478 ^p	Global Supply Chain Management	3	
	Electives	12	
	<u>TOTAL</u>	<u>21</u>	
SENIOR			
MGT 411 ^p	Leading High Performance Teams ¹	3	
	OR		
MGT 476 ^p	Negotiation and Conflict Management ¹	3	
	<i>Select three courses from the following:¹</i>		
CIS 320 ^p	Project Management for Information Systems	3	
CIS 411 ^p	Enterprise Resource Planning Systems	3	
FIN 370 ^p	Financial Management—Theory and Application	3	
MGT 330 ^p	Corporate Innovation and Entrepreneurship	3	
MGT 375 ^p	Advanced Supply Management ¹	3	
MGT 376 ^p	Advanced Service and Manufacturing Operations ¹	3	
MGT 377 ^p	Advanced Logistics ¹	3	
MGT 411 ^p	Leading High Performance Teams ¹	3	
MGT 475 ^p	International Business Management	3	
MGT 476 ^p	Negotiation and Conflict Management ¹	3	
MGT 486 ^p	Practicum in Supply Chain Management	3	
MKT 330 ^p	Business Customer Relationships	3	
	Electives ²	7	
	<u>TOTAL</u>	<u>19</u>	
CONCENTRATION TOTAL		<u>46</u>	
PROGRAM TOTAL = 120 credits			

^p This course has at least one prerequisite. Check the Courses of Instruction section of the catalog at <http://catalog.colostate.edu> to see the course prerequisites.

¹ Of the two-of-three-course selection in the junior year, the course not selected may be included among the three-course selection in the senior year. Of the two-course selection of MGT 411 and MGT 476 in the senior year, the course not selected may be included among the three-course selection below it. Courses may not double-count for these requirements.

² Students must take 25 credits of electives to bring the program total to 120 credits. A minimum of three of these credits must be at the 300- to 400- level.



Warner College of Natural Resources
Department of Ecosystem Science and Sustainability
Master of Greenhouse Gas Management and Accounting (M.G.M.A)

Effective Fall 2014
CoSRGE 2/6/14

(The entire program is shown.)

<u>Course</u>	<u>Title</u>	<u>Cr</u>
ESS 501 ^p	Principles of Ecosystem Sustainability	3
ESS 524 ^p	Foundations for Carbon/Greenhouse Gas Mgmt	3
ESS 542 ^p	Greenhouse Gas Policies	1
ESS 543 ^p	Current Topics in Climate Change	2
ESS 545 ^p	Applications in Greenhouse Gas Inventories	4
ESS 587 ^p	Internship	4

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<u>Course</u>	<u>Title</u>	<u>Cr</u>
ESS 692 ^p	Seminar	1
STAT 511	Design and Data Analysis for Researchers I	4
	Quantitative Methods ¹	3
	Greenhouse Gas Specialization ²	6
	Technical Tools ³	6
PROGRAM TOTAL = 37 credits		

^p This course has at least one prerequisite. Check the Courses of Instruction section of the catalog at <http://catalog.colostate.edu/> to see the course prerequisites.

¹ Select courses with approval of advisor and graduate committee.

² Select two courses in soil, livestock, forestry, or other area of specialization, with approval of advisor and graduate committee.

³ Select two courses from GIS and/or remote sensing with approval of advisor and graduate committee.

Major Changes to Curricula

College of Liberal Arts
Department of Communication Studies
Major in Communication Studies

Effective Fall 2014

(The entire program is shown. Deletions are in ~~strikeout~~; additions are in underline.)

<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
FRESHMAN			
CO 150 ^p	College Composition	3	1A
SPCM 100	Communication and Popular Culture	3	3B
SPCM 130	<u>Relational and Organizational Communication</u>	<u>3</u>	<u>3C</u>
SPCM 200	Public Speaking	3	
	Biological and Physical Sciences ¹	7	3A
	Historical Perspectives ²	3	3D
	Mathematics ³	3	1B
	Social and Behavioral Sciences⁴	3	3E
	Elective	6	
	TOTAL	31	
SOPHOMORE			
SPCM 201	Rhetoric in Western Thought	3	3B
SPCM 207	Public Argumentation	3	
	Advanced Writing ^{4,5}	3	2
	Additional Arts and Humanities ^{5,6}	6	
	Global and Cultural Awareness ^{6,7}	3	3E
	Additional History ^{7,8}	6	
	Additional Social and Behavioral sciences ^{8,9}	6	
	TOTAL	30	
JUNIOR			
	Minor or Interdisciplinary Minor ^{9,10}	15	
	Communication Studies Electives ^{10,11}	15	
	TOTAL	30	
SENIOR			
<i>Select one course from the following:</i>			
SPCM 311	Historical Speeches on American Issues	3	4A, 4B
SPCM 341	Evaluating Contemporary Television	3	4A, 4B

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<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
SPCM 342	Critical Media Studies	3	4A, 4B
SPCM 350	Evaluating Contemporary Film	3	4A, 4B
SPCM 354	History and Appreciation of Film	3	4A, 4B
SPCM 411	Contemporary Speeches on American Issues	3	4A, 4B
SPCM 412	Evaluating Contemporary Rhetoric	3	4A, 4B
SPCM 415 ^p	Rhetoric and Civility	3	4A, 4B
SPCM 420	Political Communication	3	4A, 4B
SPCM 434	Intercultural Communication	3	4A, 4B
SPCM 479 ^p	Capstone: Life in Postmodernity	3	4C
	Minor or Interdisciplinary Minor ⁹⁺¹⁰	6	
	Communication Studies Electives ¹⁰⁺¹¹	9	
	Electives ¹¹⁺¹²	8	
	TOTAL	29	

PROGRAM TOTAL = 120 credits

^p This course has at least one prerequisite. Check the Courses of Instruction section of the catalog or <http://catalog.colostate.edu/> to see the course prerequisites.

¹ Select two courses (one with a laboratory component) from category 3A in the All-University Core Curriculum (AUCC).

² Select one course with the subject code of HIST from the list of courses in category 3D in the AUCC.

³ Select at least three credits from the list of courses in category 1B in the AUCC.

⁴ Select from the list of courses in category 3C in the AUCC.

^{4s} Select from the list of courses in category 2 in the AUCC.

^{5s} Select six credits from the following subject codes: ART, D, E, ETST, L***, MU, PHIL, TH, or WS. No more than one WS course can be counted toward the completion of this requirement.

^{6s} Select any course in category 3E in the AUCC.

^{7s} Select six additional credits from courses with a HIST subject code.

^{8s} Select a total of six credits from the following subject codes: ANTH, ECON, ETST, HIST, JTC, POLS, PSY, SOC, or WS. No more than one WS course can be counted toward the completion of this requirement.

⁹⁺¹⁰ Students must complete a university approved minor or interdisciplinary minor.

¹⁰⁺¹¹ Select a total of 24 credits of SPCM subject code courses excluding SPCM 479 and SPCM 495. Students may count up to 3 credits total, in any combination (1 credit maximum per semester, per class), of the following courses toward Communication Studies electives: SPCM 278A-G; SPCM 384; SPCM 387; SPCM 486.

¹¹⁺¹² Select enough elective credits to bring program total 120, with a minimum of 42 upper-division credits.

Request to Add Concentrations to the Business Administration Major

A request by the Department of Management to add two new concentrations, one in Human Resource Management and the other in Supply Chain Management, to the major in Business Administration (B.S. degree) was approved. The recommended effective date, subject to approval by Faculty Council, is Fall Semester 2014.

Request to Add a Master of Greenhouse Management and Accounting

A request by the Department of Ecosystem Science and Sustainability to add a Master of Greenhouse Management and Accounting (Plan C, M.G.M.A. degree) was approved. The recommended effective date, subject to special action by Faculty Council, and approval by the Board of Governors and CCHE, is Fall Semester 2014.

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Revised Schedule for UCC Meetings

Chair Carole Makela presented a revised schedule for UCC meetings for the remainder of Spring Semester 2014, subject to change.

The meeting adjourned at 3:32 p.m.

(FC) 2/28/14

Carole Makela, Chair
Fionna Bright for
Tom Hoehn, Secretary

A regular meeting of the University Curriculum Committee was held on February 28, 2014, at 2:00 p.m.

Members present: Chair Carole Makela, Professors Bradley Goetz, Paul Mallette, Patrick Fitzhorn, Mike Hogan for Nancy Jianakoplos, Paul Meiman, Steve Strauss, Howard Ramsdell, Michelle Wilde, graduate representative Andrew Bondi, Sam Laffey for undergraduate representative Sam Guinn, and Kathleen Pickering (ex-officio).

Guests: Kelley Brundage, Holly Houston, Carrie Middleton, and Linda Selkirk

Minutes

The minutes of February 14, 2014, were approved.

Experimental Course Report

The Experimental Course report was received.

Consent Agenda

The Consent Agenda was approved.

CURRICULAR REQUESTS

* Course is offered for term specified in even-numbered years.

+Course requires field trips.

NT-O, offered as nontraditional, online course.

The following curricular requests were approved.

New Courses	Effective Date
ANTH 566 03(2-2-0). Field Methods Training in Online Environments. S. Spring Semester 2015 Prerequisite: Graduate standing. Collaborative analysis of ethnographic field data collected in online virtual worlds; mixed methods applicable to other built and natural places.	
ESS 298 Var[1-2]. Research. F, S, SS. Prerequisite: Concurrent registration in ESS 221. Spring Semester 2015 Directed ecosystem science research.	
MGT 478 03(3-0-0). Global Supply Chain Management. S. Prerequisite: Fall Semester 2014 Select two courses from among MGT 375, MGT 376, MGT 377. Principles and best practices for the strategic design and implementation of global supply chains.	
+NRRT 340 03(3-0-0). Principles in Conservation Planning and Mgmt. F. Fall Semester 2014 Prerequisite: NRRT 231. Required field trips. Social, economic, legal, and ecological concepts that shape planning and management frameworks within conservation.	
NRRT 440 03(3-0-0). Applications in Environmental Communication. S. Fall Semester 2014 Prerequisite: NRRT 262. Application of tools and techniques for communicating to audiences about issues related to conservation, environment and sustainability.	

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Major Change to Courses

Effective Date

BUS 669 03(3-0-0). Sustainable Enterprise Funding and Evaluation, **change to:** Fall Semester 2014

FIN 669 03(3-0-0). Financing, Evaluating Sustainable Enterprise. F.
Prerequisite: BUS 601; FIN 601. Credit not allowed for both FIN 669 and BUS 669.

Theoretical and applied approaches to the funding and evaluation of enterprises.

CIVE 322/ENVE 322 03(3-0-0). Basic Hydrology, **change to:** Fall Semester 2014

CIVE 322 03(3-0-0). Basic Hydrology. F, S. Prerequisite: CBE 331 or CIVE 300 or WR 416; CIVE 202 or STAT 301 or STAT 315. Credit not allowed for both CIVE 322 and ENVE 322.

Hydrologic cycle, soil moisture, groundwater, runoff processes, applications in water resources and environmental engineering. (NT-O)

CIVE 437/ENVE 437 03(3-0-0). Wastewater Treatment Facility Design, **change to:** Fall Semester 2014

CIVE 437 03(3-0-0). Wastewater Treatment Facility Design. S. CIVE 300; CIVE 438/ENVE 438 or concurrent registration. Credit not allowed for both CIVE 437 and ENVE 437.

Design concepts and principles for wastewater treatment systems and unit processes, principles of treatment plant operation.

CIVE 438/ENVE 438 03(3-0-0). Environmental Engineering Concepts, **change to:** Fall Semester 2014

CIVE 438 03(3-0-0). Environmental Engineering Concepts. F, S. Prerequisite: CBE 331 or CIVE 300 or MECH 342; CHEM 113. Credit not allowed for both CIVE 438 and ENVE 438.

Environmental engineering approaches to designing water supply, wastewater removal, and pollution control systems.

CO 300 03(3-0-0). Writing Arguments, **change to:** Fall Semester 2014

CO 300 03(3-0-0). Writing Arguments. F, S, SS. Prerequisite: CO 150 or HONR 193.

Reading, analyzing, researching, and writing arguments. (NT-O)

[Approved as an online course.]

ENVE 322/CIVE 322 03(3-0-0). Basic Hydrology, **change to:** Fall Semester 2014

CIVE 322 03(3-0-0). Basic Hydrology. F, S. Prerequisite: CBE 331 or CIVE 300 or WR 416; CIVE 202 or STAT 301 or STAT 315. Credit not allowed for both CIVE 322 and ENVE 322.

Hydrologic cycle, soil moisture, groundwater, runoff processes, applications in water resources and environmental engineering. (NT-O)

ENVE 437/CIVE 437 03(3-0-0). Wastewater Treatment Facility Design, **change to:** Fall Semester 2014

CIVE 437 03(3-0-0). Wastewater Treatment Facility Design. S. CIVE 300; CIVE 438/ENVE 438 or concurrent registration. Credit not allowed for both CIVE 437 and ENVE 437.

Design concepts and principles for wastewater treatment systems and unit processes, principles of treatment plant operation.

ENVE 438/CIVE 438 03(3-0-0). Environmental Engineering Concepts, **change to:** Fall Semester 2014

CIVE 438 03(3-0-0). Environmental Engineering Concepts. F, S. Prerequisite: CBE 331 or CIVE 300 or MECH 342; CHEM 113. Credit not allowed for both CIVE 438 and ENVE 438.

Environmental engineering approaches to designing water supply, wastewater removal, and pollution control systems.

ENVE 441 03(2-3-0). Water Quality Analysis and Treatment, **change to:** Fall Semester 2014

CIVE 441 03(2-3-0). Water Quality Analysis and Treatment. S. Prerequisite: CIVE 438/ENVE 438 or concurrent registration or CIVE 440 or concurrent registration. Credit not allowed for both CIVE 441 and ENVE 441.

Physical, chemical and biological methods for the characterization of waters and wastewaters.

FSHN 386 02(0-0-4). Practicum in Food Service Management, **change to:** Fall Semester 2014

FSHN 386A-C. Practicum. Prerequisite: None.

A) Food Service Management 02(0-0-4). F, S, SS. B) Gerontology 03(0-0-9). F, S, SS. C) School Nutrition 03(0-0-9). F, S.

FSHN 392 01(1-0-0). Dietetic Practice Seminar, **change to:** Fall Semester 2014

FSHN 392 01(0-0-1). Dietetic Practice Seminar. F, S. Prerequisite: B or above in science courses (CHEM 107 and CHEM 108, or CHEM 111, CHEM 112, and CHEM 113; LIFE 102, or BZ 110 and BZ 111; BMS 300; BMS 302; FSHN 150; FSHN 300; FSHN 301); 3.000 overall GPA.

Pre-professional skills to prepare students for the pursuit of careers in the field of dietetics.

*MECH 558 03(3-0-0). Combustion, **change to:** Fall Semester 2014

***MECH 558 03(3-0-0). Combustion.** F. Prerequisite: MECH 342.

Combustion processes: explosions, detonations, flame propagation, ignition, generation of pollutants in moving and stationary energy conversion systems. (NT-O)

[Approved as an online course.]

NSCI 698 07(0-0-7). Research Experience in Natural Sciences, **change to:** Summer Semester 2014

NSCI 698 06(0-0-6). Research Experience in Natural Sciences. SS. Prerequisite: Nine credits M.N.S.E. program coursework.

Research experience in biology, chemistry, or physics.

Major Changes to Curricula

College of Agricultural Sciences
Department of Horticulture and Landscape Architecture
Major in Horticulture
Horticultural Science Concentration

Effective Fall 2014

(The entire program is shown. Deletions are in ~~strikeout~~; additions are in underline.)

<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
FRESHMAN			
AGRI 192	Orientation to Agricultural Systems	1	
	OR		
AGRI 292 ^p	Transfer Seminar	1	
BZ 120	Principles of Plant Biology	4	3A
CHEM 111 ^p	General Chemistry I	4	3A
CHEM 112 ^p	General Chemistry Laboratory I	1	3A
CHEM 113 ^p	General Chemistry II	3	
CHEM 114 ^p	General Chemistry Laboratory II	1	
CO 150 ^p	College Composition	3	1A
HORT 100	Horticultural Science	4	3A
MATH 126 ^p	Analytic Trigonometry ¹	1	1B
	Arts/humanities ²	6	3B
	Social/behavioral sciences ³	3	3C
	TOTAL	<u>31</u>	
SOPHOMORE			
BUS 150	Business Computing Concepts and Applications	3	
	OR		
CS 110	Personal Computing	4	
HORT 260 ^p	Plant Propagation	4	
PH 121 ^p	General Physics I	5	3A
PH 122 ^p	General Physics II	5	3A
SPCM 200	Public Speaking	3	
	Global and cultural awareness ⁴	3	3E
	Historical perspectives ⁵	3	3D
	Advanced writing ⁶	3	2
	TOTAL	<u>29-30</u>	
JUNIOR			
	<i>Select one pair of courses from the following:</i>		
CHEM 245 ^p	Fundamentals of Organic Chemistry	4	
CHEM 246 ^p	Fundamentals of Organic Chemistry Laboratory	1	
	OR		
<u>CHEM 341^p</u>	<u>Modern Organic Chemistry I</u>	<u>3</u>	
<u>CHEM 343^p</u>	<u>Modern Organic Chemistry II</u>	<u>3</u>	
<u>CHEM 344^p</u>	<u>Modern Organic Chemistry Laboratory</u>	<u>2</u>	
CHEM 345^p	Organic Chemistry I	4	
CHEM 346^p	Organic Chemistry II	4	
MATH 155 ^p	Calculus for Biological Scientists I	4	1B
SOCR 240 ^p	Introductory Soil Science	4	
SOCR 330 ^p	Principles of Genetics	3	
STAT 301 ^p	Introduction to Statistical Methods	3	
	Horticulture electives ⁷	8	

<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
	Electives ⁷	0-3	
	TOTAL	30	
SENIOR			
BC 351 ^p	Principles of Biochemistry	4	
BSPM 302	Applied and General Entomology	2	
BSPM 303B ^p	Horticultural Entomology Laboratory	1	
BSPM 361 ^p	Elements of Plant Pathology	3	
BZ 440 ^p	Plant Physiology	3	
HORT 310	Greenhouse Management	4	4B
	OR		
HORT 460 ^p / SOCR 460 ^p	Plant Breeding	3	4B
HORT 454 ^p	Horticulture Crop Production and Management	2	4A, 4C
HORT 476 ^p	Environmental Plant Stress Physiology	3	
HORT 495	Independent Study	2	
	Horticulture electives ⁷	3	
	Electives ⁷	3-4	
	TOTAL	29-30	

PROGRAM TOTAL = 120 credits

^p This course has at least one prerequisite. Check the Courses of Instruction section of the catalog at <http://catalog.colostate.edu/> to see the course prerequisites.

¹ The equivalent to MATH 117, MATH 118, and MATH 125, if needed, may be taken using elective credits..

² Select from the list of courses in category 3B in the All-University Core Curriculum (AUCC). Only 3 of the 6 credits required for arts and humanities may come from intermediate (L* 200 and L* 201) foreign language courses.

³ Select from the list of courses in category 3C in the AUCC.

⁴ Select from the list of courses in category 3E in the AUCC.

⁵ Select from the list of courses in category 3D in the AUCC.

⁶ Select from the list of courses in category 2 in the AUCC.

⁷ Students must select at least 13 credits of upper division (300- to 400-level) horticulture elective and/or elective courses to bring the program total of upper division credits to a minimum of 42. Select enough elective credits to bring the program total to 120 credits.



College of Natural Sciences
Department of Mathematics
Major in Mathematics
General Mathematics Concentration

Effective Fall 2014

(The entire program is shown. Deletions are in ~~strikeout~~; additions are in underline.)

A minimum grade of C is required in all mathematics, statistics, and computer science courses which are required for graduation.

<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
FRESHMAN			
CO 150 ^p	College Composition	3	1A
MATH 160 ^p	Calculus for Physical Scientists I	4	1B
MATH 161 ^p	Calculus for Physical Scientists II	4	

<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
MATH 192	First Year Seminar in Mathematical Sciences	1	
STAT 192	First Year Seminar in Statistics	1	
	Arts and Humanities ¹	6	3B
	Global and Cultural Awareness ²	3	3E
	Historical Perspectives ³	3	3D
	Social and Behavioral Sciences ⁴	3	3C
	Elective ⁵	2-3	
	TOTAL	<u>30-31</u>	
SOPHOMORE			
MATH 235 ^P	Introduction to Mathematical Reasoning	2	
MATH 261 ^P	Calculus for Physical Scientists III	4	
MATH 369 ^P	Linear Algebra	3	4A
PH 141 ^P	Physics for Scientists and Engineers I	5	3A
PH 142 ^P	Physics for Scientists and Engineers II	5	3A
STAT 315 ^P	Statistics for Engineers and Scientists	3	
	OR		
STAT 303 ^P	Introduction to Communication Principles	3	
	Advanced Writing ⁶	3	2
	Introductory Programming ⁷	4	
	Mathematical Sciences Electives ⁸⁻¹⁰	3	
	TOTAL	<u>30-29</u>	
JUNIOR			
MATH 317 ^P	Advanced Calculus of One Variable ^{8, 9a, 10}	4	4B
	OR		
MATH 417 ^P	Advanced Calculus I ^{8, 9a, 10}	3	4B, 4C
MATH 340 ^P	Introduction to Ordinary Differential Equations	4	
	OR		
MATH 345 ^P	Differential Equations	4	
	<i>Select one of the following courses:</i> ^{9, 10}		
MATH 360 ^P	Mathematics of Information Security ^{8a}	3	
MATH 366 ^P	Introduction to Abstract Algebra ^{6, 8}	3	
MATH 466 ^P	Abstract Algebra I ⁹	3	4C
	Biological and Physical sciences ^{11, 10}	3	3A
	Mathematical Sciences Electives ^{8-9, 11}	3-6	
	Electives ⁵	4-11	
	TOTAL	<u>29-30</u> <u>30-31</u>	
SENIOR			
	<i>Select one of the following:</i>		
MATH 417 ^P	Advanced Calculus I ^{8a}	3	
MATH 418 ^P	Advanced Calculus II ^{8a}	3	
MATH 466 ^P	Abstract Algebra I	3	4C
MATH 467 ^P	Abstract Algebra II ^{8a}	3	
	Mathematical Sciences Electives ^{8-9, 11}	12	
	Electives ⁵	4-5	
	TOTAL	<u>14-16</u> <u>30</u> <u>29-31</u>	
PROGRAM TOTAL = 120 credits			

^P This course has at least one prerequisite. Check the Courses of Instruction section of the catalog or <http://catalog.colostate.edu/front/courses-of-instruction.aspx> to see the course prerequisites.

¹ Select two courses from the list in category 3B in the All-University Core Curriculum (AUCC). Only 3 of the 6 credits required for arts and humanities may come from intermediate (L* 200 and L* 201) foreign language courses..

² Select from the list of courses in category 3E in the AUCC.

³ Select from the list of course in category 3D in the AUCC.

⁴ Select from the list of courses in category 3C in the AUCC.

⁵ Select enough elective credits to bring the program total to 120 credits with a minimum of 42 upper division credits.

⁶ Select from the list of courses in category 2 of the AUCC.

⁷ Students must take either CS 160 (4 credits), or take 4 credits including CS 155 and CS 156, **plus** two of the following one-credit courses: CS 157, MATH 151, MATH 152, and/or MATH 158/CS 158.

~~⁸ Select 18 credits from upper division (300-400 level) MATH, CS, or STAT courses, except those courses ending in -80 to -99. At least 9 of the 18 credits must be from upper division MATH courses.~~

~~⁹ At least 12 credits of ALL upper division MATH courses must be at the 400-level or above.~~

~~¹⁰ These courses are in addition to the 18 credits of Mathematical Sciences Electives required in footnote 8, and may not be used to fulfill the Mathematical Sciences Electives requirement.~~

~~¹¹ Select a non-physics course from category 3A in the AUCC.~~

¹¹ Select 18 credits from upper division (300-400 level) MATH, CS, or STAT courses, except those courses ending in -80 to -99. At least 9 of the 18 credits must be from upper division MATH courses.

Request to Add a Third Offering of Experimental Course

A request by the College of Agricultural Sciences to offer experimental course AGRI 580A1, Emerging Challenges for Global Agriculture, a third time was approved. The recommended effective date, subject to approval by Faculty Council, is Fall Semester 2014.

Request to Add a Third Offering of Experimental Course and Change the Grading

A request by the Vice President for Student Affairs to offer experimental course IU 181A2, Career Development for Athletes, a third time was approved. The grading will be changed to "traditional" from "satisfactory/unsatisfactory." The recommended effective date, subject to approval by Faculty Council, is Summer Session 2014.

Request to Drop a Concentration in Statistics

A request by the Department of Mathematics to drop the concentration in Statistics under the major in Mathematics was approved. The recommended effective date, subject to approval by Faculty Council, is Fall Semester 2014.

Request to Change Catalog Copy

Requests to change sections of the *General Catalog* regarding u.select and advanced placement were approved. Subject to approval by Faculty Council, changes will appear in the upcoming edition for 2014-2015.

The meeting adjourned at 4:15 p.m.

(FC) 3/14/14

Carole Makela, Chair
Tom Hoehn, Secretary

February 24, 2014

TO: Carole Makela, Chair
University Curriculum Committee

FROM: Kelley Brundage
Associate Registrar

SUBJECT: Proposed Revisions to the *General Catalog* – College Board Advanced Placement Credit

Background:

This program provides a two-year interdisciplinary curriculum that ties together students' individual study within the broader Advanced Placement program. AP Capstone is an innovative new diploma program that gives students an opportunity to apply critical thinking, collaborative problem-solving, and research skills in a cross-curricular context.

AP Capstone is built on the foundation of a new, two-year high school course sequence — **AP Seminar** and **AP Research** — and is designed to complement and enhance the in-depth, discipline-specific study provided through AP courses. It cultivates curious, independent, and collaborative scholars and prepares them to make logical, evidence-based decisions.

The pilot for this program began this past fall and after review with the Vice Provost for Undergraduate Affairs along with several representatives from across campus at the Advanced Placement update meeting in August 2013, the University has signed a statement of support of this new offering.

Rationale:

Based on the type of experience and exam these would most likely transfer to CSU as generic elective credit and the student would need to provide the detailed information regarding their study path and curriculum to be considered for re-evaluation. Due to the unique nature of this new exam type a change to the language in the CSU catalog specifically for Advanced Placement (AP) credit needs to be made. Current CSU AP policy indicates that equivalencies cannot be considered for re-evaluation, so a change to the wording (see below) would need to be added to allow a re-evaluation for just this examination type.

Request:

A request to add Advanced Placement language for the AP Capstone in the *College Board Advanced Placement Program* section in the 2014-2015 General Catalog as approved.

Additions - Underlined AND Deletions - ~~Strikeouts~~.

Section 1.3, page 4, 2014-2015 General Catalog, The College Board Advanced Placement Program.

The College Board Advanced Placement Program

The Advanced Placement Tests administered by The College Board are used by the University to award credit and advanced placement in any of several fields in which a student may have participated in high school. Credit awarded is treated as transfer credit without a grade but is counted toward graduation and may be used in fulfilling specific curriculum requirements.

The academic department responsible for the course in which test credit is granted determines what equivalency will be awarded. Department decisions are considered the final determination of equivalency for the specific examination. Therefore, a request for re-evaluation or an appeal of the decision will not be considered or accepted.

The exception to the re-evaluation process is limited to the Capstone Seminar and the Capstone Research components of the Advanced Placement offerings. The re-evaluation must be approved by the teaching department in which the Seminar and Capstone most closely align for consideration of a direct equivalency within the academic structure at Colorado State University.

Credit is granted for scores of 4 or 5 on the Advanced Placement Tests in government and politics, biology, computer science, English, environmental science, and human geography. Credit is granted in art, chemistry, Chinese, economics, French, German, history, Italian, Japanese, Latin, mathematics, music, physics, psychology, Spanish, and statistics for scores of 3 or higher. Scores of one and two are not granted credit. Generic credit will be granted for the Capstone Seminar and/or the Capstone Research Project when a minimum score 4 is earned.

February 21, 2014

TO: Carole Makela, Chair
University Curriculum Committee

FROM: Kelley Brundage
Associate Registrar

SUBJECT: Change to name of hosted transfer credit database – u.select changes to Transferology™ as of March 31, 2014.

Rationale: The Registrar's Office currently supports and maintains a set of software options related to degree requirements and transfer options. These programs (DARS/u.achieve, Transfer Equivalency System (TES) and u.select) are all licensed via CollegeSource Inc. As of March 31, 2014, CollegeSource Inc. the owner of the hosted product known as u.select has officially changed the name and branding for this product to Transferology™. As a result of this name change we are required under our agreement to ensure that references to u.select are updated to the new name of Transferology™.

Below are the 3 main sections where u.select is referenced in the CSU General Catalog.

Section 1.3, page 7; Section 1.7; page 6; Section 2.5, page 2 of the 2014-2015 CSU General Catalog.

Deletions are in ~~strikeout~~; additions are in underline

Update to the language in the CSU 2014-2015 Catalog in section 1.3 **Undergraduate Admissions Policies and Procedures** page 7, *u.select*

u.select Transferology™

Students who have completed courses in higher education want to know which colleges and universities will accept those courses and apply them to a degree. Transferology™ will provide quick answers from hundreds of institutions in a streamlined and dynamic interface.

~~u.~~Transferology™ (formerly known as u.select) enables students, advisors, faculty, and administrators from colleges and universities to obtain consistent and accurate information about how courses will transfer from one institution to another, and how those courses will apply to meet academic program requirements at the other institutions. A potential student can have direct access to course acceptability, equivalency, and applicability among all participating institutions by using each institution's existing course equivalency tables. Course descriptions, details about academic programs, and course equivalencies can all be obtained from this one website.

For Colorado State University, ~~u.select~~ Transferology™ is a database of selected accredited institutions in the U.S. and some recognized international institutions, their courses and how those courses will transfer to Colorado State University. All public institutions in Colorado and Wyoming are part of this database and, in addition, many frequently transferred courses from selected institutions in other states are also listed. Access this database by going to the website ~~www.registrar.colostate.edu~~ and clicking on "Students," then ~~"Transfer Evaluation,"~~ and then ~~"Find Transfer Course Equivalencies (u.select)"~~ "www.transferology.com." If a particular institution is not listed, contact the Degree and Transfer Evaluation unit of the Registrar's Office for evaluation of specific courses.

Update to the language in the CSU 2014-2015 Catalog in section 1.7, **Advising and Registration** page 6, *Taking Courses at Another Institution*

Taking Courses at Another Institution

Enrolled students who wish to take undergraduate courses at another institution to transfer to Colorado State University should first determine how the courses will be accepted in transfer. To do so the student will need to access ~~u.select~~ Transferology™ at ~~www.transfer.org/uselect/login.htm~~ www.transferology.com. For more information about ~~u.select~~ Transferology™ please see the Registrar's Office website at www.registrar.colostate.edu.

If ~~u.select~~ Transferology™ does not list the desired course or its institution, or it shows an equivalent course different from what the student is seeking, the student may petition a department to approve a course equivalent using the Transfer Course Equivalency Pre-Approval Form, available on the Registrar's Office website at www.registrar.colostate.edu/faculty/forms.aspx

Update to the language in the CSU 2014-2015 Catalog in section 2.5 **College of Agricultural Sciences** page 2, *Transfer of Credits from Other Institutions*

Transfer of Credits from Other Institutions

Students who expect to transfer to the College of Agricultural Sciences are advised to plan carefully and in advance of their planned transfer to ensure that transfer credits meet required courses in their chosen major. Transfer evaluations are generally determined by the Registrar's Office, although departments determine transfer of courses required by the department. Students planning to transfer to CSU are encouraged to access ~~u.select~~ Transferology™ through the Registrar's web site at www.registrar.colostate.edu. (Note: Credits from two-year colleges are not accepted for 300 and above level courses at Colorado State.) The College of Agricultural Sciences welcomes transfer students from both two- and four-year colleges and encourages potential transfer students to work closely with the University to minimize transfer issues.

A regular meeting of the University Curriculum Committee was held on March 14, 2014, at 2:00 p.m.

Members present: Chair Carole Makela, Professors Bradley Goetz, Paul Mallette, Patrick Fitzhorn, Mike Hogan for Nancy Jianakoplos, Paul Meiman, Howard Ramsdell, Michelle Wilde, Holly Houston for undergraduate representative Sam Guinn, and Kathleen Pickering (ex-officio).

Absent: Steve Strauss, Andrew Bondi.

Guests: Fionna Bright, Kelley Brundage, Carrie Middleton.

Minutes

The minutes of February 28, 2014, were approved.

Experimental Course Report

The Experimental Course report was received.

Consent Agenda

The Consent Agenda was approved.

CURRICULAR REQUESTS

* Course is offered for term specified in even-numbered years.

+Course requires field trips.

NT-B, offered as a nontraditional, blended course.

NT-O, offered as nontraditional, online course.

The following curricular requests were approved.

New Courses

Effective Date

AGRI 521 03(3-0-0). Emerging Issues and Challenges for Global Agr. F, S, SS. Prerequisite: Written consent of instructor. Offered only online. Spring Semester 2015

Interdisciplinary course containing tools and knowledge to discuss the emerging challenges of the global agriculture, water, and food system. (NT-O)

[Approved as a new online-only course.]

***BZ 576/BZ 476 04(3-0-1). Genetics of Model Organisms. F.** Prerequisite: BZ 350 or LIFE 201A or LIFE 201B or SOCR 330; junior standing. Credit not allowed for both BZ 576 and BZ 476. Fall Semester 2014

Advanced topics in model genetic systems including molecular and developmental genetics.

CIVE 625 03(3-0-0). Quantitative Eco-Hydrology. F. Prerequisite: CIVE 322 or WR 416. Fall Semester 2014

Quantitative examination of the hydrologic and ecologic mechanisms underlying climate-soil-vegetation and soil moisture dynamics.

CIVE 626 03(3-0-0). Integrated Analysis of Coupled Water Issues. F. Prerequisite: GR 304/WR 304. Fall Semester 2014

Integrative systems and policy analysis applied to coupled human-water systems from interdisciplinary technical and institutional perspectives.

- CS 535 04(3-3-0). Big Data.** F. Prerequisite: CS 455. Fall Semester 2015
 Topics in storage, retrieval, analysis, and knowledge discovery using Big Data. Lectures include real-world case studies.
- GRAD 550 01(1-0-0). STEM Communication.** F. Prerequisite: None. Fall Semester 2014
 Review and practice of key communication principles for Science, Technology, Engineering, and Mathematics (STEM) professionals.
- MU 649 03(0-0-3). Advanced Practice in Music Therapy.** SS. Prerequisite: Summer Semester 2014 Admission to the Graduate School.
 Group study of advanced music therapy techniques. (NT-B)
 [Approved as a new blended course.]
- +NR 193 01(0-0-1). FRS First Year Seminar.** F, S. Prerequisite: Must be enrolled in one of the following majors: Forestry, Natural Resources Management, or Rangeland Ecology. This is a partial semester course. Required field trips. Fall Semester 2014
 A first year seminar for all new Forest and Rangeland Stewardship students, both transfer and freshmen.
- OT 656 03(2-0-1). Topics on Brain Plasticity and Performance.** S. Spring Semester 2015
 Prerequisite: Occupational Therapy graduate student or written consent of instructor.
 Multidisciplinary viewpoints on brain plasticity and its relationship to performance across the lifespan.
- SPCM 382 03(3-0-0). Bridging Cultures: USA—Italy.** SS. Prerequisite: SPCM 200. Summer Semester 2015
 Study abroad course on Italian-American intercultural and cross-cultural communication.
- SPCM 482 03(3-0-0). Cinematic Rome.** SS. Prerequisite: Concurrent registration in SPCM 382; completion of AUCC Category 2. Summer Semester 2015
 Study abroad course on the social, aesthetic, political, and rhetorical implications of cinematic representations of Rome.

Major Change to Courses

Effective Date

AGED 330 03(3-0-0). Program Design and Evaluation in Ag. Literacy, change to: Fall Semester 2014

AGED 330 03(3-0-0). Program Design and Evaluation in Ag. Literacy. F. Prerequisite: AGED 220.

Design and evaluate programs in agricultural literacy using experiential methods.

[Approved as an All-University Core Curriculum (AUCC) course in category 4A, for the Agricultural Education major, Agricultural Literacy concentration.]

AGED 430 03(3-0-0). Methods of Agricultural Literacy, change to: Spring Semester 2015

AGED 430 03(3-0-0). Methods of Agricultural Literacy. S. Prerequisite:

AGED 330.

Prepare and conduct agricultural literacy instructional units to work with a variety of audiences and instructional topics.

[Approved as an All-University Core Curriculum categories 4B, 4C for the Agricultural Education major, Agricultural Literacy concentration.]

BZ 476 03(3-0-0). Topics in Advanced Genetics, **change to:**

Fall Semester 2014

***BZ 476/BZ 576 03(3-0-0). Genetics of Model Organisms. F.** Prerequisite: BZ 350 or LIFE 201A or LIFE 201B or SOCR 330; junior standing. Credit not allowed for both BZ 476 and BZ 576.

Advanced topics in model genetic systems including molecular and developmental genetics.

FW 573 03(3-0-0). Travel Abroad-Wildlife Ecology/Conservation, **change to:**

Spring Semester 2015

FW 573 03(3-0-0). Travel Abroad—Wildlife Ecology/Conservation. SS.
Prerequisite: Written consent of instructor.

Study tour of various overseas ecosystems and natural resources conservation programs; discussions with local ecologists/managers.

New Curricula

College of Agricultural Sciences
Department of Agricultural and Resource Economics
Major in Agricultural Education
Agricultural Literacy Concentration

Effective Fall 2014

(The entire program is shown.)

<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
FRESHMAN			
AGED 110	Agriculture Production Systems	3	
AGED 220	Understanding Agricultural Education	1	
AGRI 192	Orientation to Agricultural Systems	1	
OR			
AGRI 292 ^P	Transfer Seminar	1	
ANEO 101	Food Animal Science	3	
OR			
ANEO 102	Introduction to Equine Science	4	
CHEM 107 ^P	Fundamentals of Chemistry	4	3A
OR			
CHEM 111 ^P	General Chemistry I	4	3A
CO 150 ^P	College Composition	3	1A
FSHN 125	Food and Nutrition in Health	2	
LIFE 102 ^P	Attributes of Living Systems	4	3A
MATH 117 ^P	College Algebra in Context I	1	1B
MATH 118 ^P	College Algebra in Context II	1	1B
MATH 124 ^P	Logarithmic and Exponential Functions	1	1B
	Arts and Humanities ¹	6	3B
	TOTAL	30-31	

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<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
SOPHOMORE			
AREC 202 ^P	Agricultural Resource Economics	3	3C
EDUC 275 ^P	Schooling in the United States	3	3C
FTEC 110	Food---From Farm to Table	3	
FW 104	Wildlife Ecology and Conservation	3	3A
HDFS 101	Individual and Family Development	3	3C
SOCR 100	General Crops	4	
OR			
SOCR 240 ^P	Introductory Soil Science	4	
SPCM 200	Public Speaking	3	
SPCM 207 ^P	Public Argumentation	3	
	Global and Cultural Awareness ²	3	3E
	Historical Perspectives ³	3	3D
	TOTAL	31	
JUNIOR			
AGED 330 ^P	Program Design and Evaluation in Ag. Literacy	3	4A
<i>Select one of the following courses:</i>			
AGRI 116/ IE 116	Plants and Civilizations	3	3E
AGRI 270/ IE 270	World Interdependence—Population and Food	3	3E
AGRI 300	Issues in Agriculture	2	
HORT 171/ SOCR 171	Environmental Issues in Agriculture	3	3E
<i>Select one of the following courses:</i>			
AGRI 330 ^P / PHIL 330 ^P	Agricultural and Food System Ethics	3	
PHIL 305E	Philosophical Issues in the Professions: Animal Science	3	
PHIL 320	Ethics of Sustainability	3	
PHIL 345 ^P	Environmental Ethics	3	
ANEQ 250 ^P	Live Animal and Carcass Evaluation	3	
AREC 328 ^P	Small Agribusiness Management	3	
CO 300 ^P	Writing Arguments	3	2
OR			
JTC 300 ^P	Professional and Technical Communication	3	2
HORT 100	Horticultural Science	4	3A
	Department Electives ⁴	9	
	TOTAL	30-31	
SENIOR			
AGED 430 ^P	Methods of Agricultural Literacy	3	4B, 4C
AGED 487	Internship	2	
AREC 340 ^P / ECON 340 ^P	Introduction: Economics of Natural Resources	3	
AREC 478 ^P	Agricultural Policy	3	
JTC 350	Public Relations	3	
JTC ***	Upper-division JTC course	3	
	Department Electives ⁴	9	
	Electives ⁵	1-3	
	TOTAL	27-29	
PROGRAM TOTAL = 120 credits			

^P This course has at least one prerequisite. Check the Courses of Instruction section of the catalog at <http://catalog.colostate.edu/> to see the course prerequisites.

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¹ Select from the list of courses in category 3B in the All-University Core Curriculum (AUCC). Only 3 of the 6 credits required for Arts and Humanities may come from intermediate (L* 200 and L* 201) foreign language courses.

² Select from list of courses in category 3E in the AUCC.

³ Select from list of courses in category 3D in the AUCC.

⁴ Select 9 upper-division credits (300- to 400-level) from each of two pathways listed below, for a total of 18 credits. Select from the subject codes associated with each pathway, with approval of advisor.

Animal Systems: ANEQ

Plant Systems: BSPM, HORT, LAND, SOCR

Agricultural Business: AREC

Natural Resources and Environmental Systems: AREC 342, F, FW, NR, RS

Food Products and Processing Systems: FSHN, FTEC

Human Development: HDFS

⁵ Select enough elective credits to bring the program total to a minimum of 120-123 credits. At least 42 credits must be upper-division (300- to 400-level).



Department of Agricultural and Resource Economics
Minor in Agricultural Literacy

Effective Fall 2014

(The entire program is shown.)

<u>Course</u>	<u>Title</u>	<u>Credits</u>
<u>CORE COURSES</u>		
AGED 110	Agriculture Production Systems	3
AGED 220	Understanding Agricultural Education	1
AGED 330 ^P	Program Design and Evaluation in Ag. Literacy	3
AGED 430 ^P	Methods of Agricultural Literacy	3
AGED 487	Internship	2
	TOTAL	12
<u>SELECTED COURSES*</u>		
	<i>Select 9 credits, including a minimum of 4 upper-division (300- to 400-level) credits, from the following subject codes:</i>	
	AGED, AGRI, ANEQ, AREC, F, FSHN, FTEC, FW, HDFS, HORT, NR, RS, SOCR	9
	TOTAL	9
<u>PROGRAM TOTAL = 21 credits*</u>		

^P This course has at least one prerequisite. Check the Courses of Instruction of the catalog at <http://catalog.colostate.edu> to see the course prerequisites.

* Additional coursework may be required due to prerequisites.



Major Changes to Curricula

College of Agricultural Sciences
Department of Agricultural and Resource Economics
Major in Agricultural Education
Teacher Development Concentration

Effective Fall 2014

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(The entire program is shown. Deletions are in ~~strikeout~~; additions are in underline.)

<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
FRESHMAN			
AGED 220	Understanding Agricultural Education	1	
AGED 240	Technical Tool Applications in Ag Education	2	
<i>Select 1 credit from the following Ag Mechanical Technical Systems:</i>			
AGED 240	Technical Tool Applications in Ag Education	1	
AGED 241	Plumbing and Electrical Applications in Ag Ed	1	
AGED 244	Power Systems in Agricultural Education	1	
AGED 320^P	Technology Lab for Ag Education	1	
AGRI 192	Orientation to Agricultural Systems	1	
OR			
AGRI 292 ^P	Transfer Seminar	1	
ANEQ 101	Food Animal Science	3	
OR			
ANEQ 102	Introduction to Equine Science	4	
AREC 202 ^P	Agricultural Resource Economics	3	3C
<i>Select four credits from the following:</i>			
BZ 110	Principles of Animal Biology	3	3A
BZ 111 ^P	Animal Biology Laboratory	1	3A
OR			
BZ 120	Principles of Plant Biology	4	3A
OR			
LIFE 102 ^P	Attributes of Living Systems	4	3A
CHEM 107 ^P	Fundamentals of Chemistry	4	3A
CO 150 ^P	College Composition	3	1A
<i>Select a minimum of three credits from the following:</i>			
MATH 117 ^P	College Algebra in Context I	1	1B
MATH 118 ^P	College Algebra in Context II	1	1B
MATH 124 ^P	Logarithmic and Exponential Function	1	1B
MATH 141 ^P	Calculus in Management Sciences	3	1B
MATH 155 ^P	Calculus for Biological Scientists I	4	1B
MATH 160 ^P	Calculus for Physical Scientists I	4	1B
SOCR 100	General Crops	4	
	Arts and Humanities ^{1,2}	3	3B
	TOTAL	31-33	
SOPHOMORE			
ANEQ 250 ^P	Live Animal and Carcass Evaluation	3	
<i>Select 2 credits from the following Ag Mechanical Technical System Electives not taken in the freshman year:</i>			
AGED 240	Technical Tool Applications in Ag Education	1	
AGED 241	Plumbing and Electrical Applications in Ag Ed	1	
AGED 244	Power Systems in Agricultural Education	1	
<i>Select 3 credits from the following Natural Resource/Environmental System Electives:</i>			
AREC 240	Issues in Environmental Economics	3	3C
AREC 340 ^P /	Introduction: Economics of Natural Resources	3	
ECON 340 ^P			
AREC 342	Water Law, Policy, and Institutions	3	
F 210 ^P	Forest Ecogeography	3	
FW 104	Wildlife Ecology and Conservation	3	3A

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<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
FW 260 ^P	Principles of Wildlife Management	3	
RS 300 ^P	Rangeland Conservation and Stewardship	3	
SOCR 240 ^P	Introductory Soil Science	4	
	Agricultural Science Elective ^{2,3}	3	
	Arts and Humanities ^{1,3}	3	3B
	Food Products and Processing Systems Elective ^{2,3}	5-6	
	Global and Cultural Awareness ^{3,4}	3	3E
	Historical Perspectives ^{4,5}	3	3D
	TOTAL	30-31	
JUNIOR			
AGED 420 ^P	Developing School-Based Ag Education	3	
	<i>Select 3 credits not previously taken from the following</i>		
	<i>Natural Resource/Environmental System Electives:</i>		
AREC 240	Issues in Environmental Economics	3	3C
AREC 340 ^P /	Introduction: Economics of Natural Resources	3	
ECON 340 ^P			
AREC 342	Water Law, Policy, and Institutions	3	
F 210 ^P	Forest Ecogeography	3	
FW 104	Wildlife Ecology and Conservation	3	3A
FW 260 ^P	Principles of Wildlife Management	3	
RS 300 ^P	Rangeland Conservation and Stewardship	3	
AREC 305 ^P	Agricultural and Resource Enterprise Analysis	3	
	<i>Select one of the following courses:</i>		
AREC 310 ^P	Agricultural Marketing	3	
AREC 328 ^P	Small Agribusiness Management	3	
AREC 408 ^P	Agricultural Finance	3	
EDUC 275 ^P	Schooling in the United States	3	3C
EDUC 331 ^P	Educational Technology and Assessment	2	
EDUC 340 ^P	Literacy and the Learner	3	
EDUC 350 ^P	Instruction I-Individualization/Management	3	
EDUC 386 ^P	Practicum-Instruction I	1	
HORT 100	Horticultural Science	4	3A
	Advanced Writing ^{5,6}	3	2
	TOTAL	31	
SENIOR			
EDCT 425 ^P	Methods/Materials in Agricultural Education	4	
EDCT 485 ^P	Student Teaching	11	4A, 4B, 4C
EDCT 492 ^P	Seminar-Professional Relations	2	4C
EDUC 450 ^P	Instruction II-Standards and Assessment	4	
EDUC 486E ^P	Practicum-Instruction II	1	
	Agricultural Science Elective ^{2,3}	6 3-8	
	TOTAL	28-30	
PROGRAM TOTAL = 120-123 credits			

^P This course has at least one prerequisite. Check the Courses of Instruction section of the catalog or <http://catalog.colostate.edu/> to see the course prerequisites.

¹ AGED 320, Technology Lab for Ag Education, will be taken twice for credit, once in the freshman year and once in the sophomore year.

^{1,3} Select from list of courses in category 3B in the All-University Core Curriculum (AUCC).

^{2,3} Select course(s) in consultation with advisor.

^{3,4} Select from list of courses in category 3E in the AUCC.

^{4,5} Select from list of courses in category 3D in the AUCC.

^{5,6} Select from list of courses in category 2 in the AUCC.

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Office of the Provost
University Honors Program
Honors Core Curriculum, Track 1 **University Honors Scholar**
Entering Student Pathway

Effective Fall 2014

(The entire program is shown. Deletions are in ~~strikeout~~; additions are in underline.)

Option 1

<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>	
FRESHMAN				
HONR 192 ^P	Honors First Year Seminar	4	1A	
HONR 193 ^P	Honors Seminar	3		
TOTAL		<hr/> 7		
SOPHOMORE				
	Honors course ¹	3	3B	
JUNIOR				
HONR 392 ^P	Honors Seminar	3		
HONR 399 ^P	Pre-thesis	1		
	Honors course ²	3		
TOTAL		<hr/> 7		
SENIOR				
HONR 492 ^P	Honors Senior Seminar	3	3C	
HONR 499 ^P	Senior Honors Thesis	3		
TOTAL		<hr/> 6		
PROGRAM TOTAL = 23 credits³				

^P This course has at least one prerequisite. Check the Courses of Instruction section of the catalog at <http://catalog.colostate.edu/> to see the course prerequisites.

¹ Sophomore (200-level) Honors course in the student's major, department, and/or college.

² Upper-division (300- to 400-level) Honors course in the student's major, department, and/or college.

³ Students completing the Honors Core Curriculum will fulfill the All-University Core Curriculum (AUCC) core competency requirements in the following categories: 1A – Intermediate Writing; ~~2A – Oral Communication~~; three credits of the six required for 3B – Arts and Humanities; 3C – Social and Behavioral Sciences; 3D – Historical Perspectives; 3E – Global and Cultural Awareness. Students completing some, but not all, of the program will fulfill some of the AUCC core competencies. Complete details are available from the Honors Program office.

Option 2

Option 2 is available only to entering students with >30 transfer credits.

<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
FRESHMAN			
<u>HONR 192^P</u>	<u>Honors First Year Seminar</u>	<u>4</u>	
	<u>TOTAL</u>	<u>4</u>	
SOPHOMORE¹			
JUNIOR			
HONR 399 ^P	Pre-thesis	1	

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<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
	Honors courses in the major ²	<u>9</u>	
	<u>TOTAL</u>	<u>10</u>	
SENIOR			
HONR 499 ^p	Senior Honors Thesis	<u>3</u>	
	Honors courses in the major ²	<u>6</u>	
	<u>TOTAL</u>	<u>9</u>	
PROGRAM TOTAL = 23 credits			

^p This course has at least one prerequisite. Check the Courses of Instruction section of the catalog at <http://catalog.colostate.edu/> to see the course prerequisites.

¹ Students may take an Honors course in the major and/or enroll in elective honors courses in their first year on campus.

² Fifteen Honors credits (sophomore [200-level], upper-division [300- to 400-level], graduate [500-level], etc.) in the major or discipline; not more than 3 credits at the sophomore or 200-level.



Track 2, "Disciplinary"¹ Honors Scholar-University Honors Scholar
Continuing/Transfer Student Pathway

Effective Fall 2014

(The entire program is shown. Deletions are in ~~strikeout~~; additions are in underline.)

The Continuing/Transfer Student Pathway is available only to students with >15 college credits taken after admission to CSU.)

<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
FRESHMAN			
HU 193	Honors Seminar ²	4	
SOPHOMORE³			
JUNIOR			
HONR 399 ^p	Pre-Thesis	1	
	Honors courses in the major ^{4,1}	<u>6 9</u>	
	<u>TOTAL</u>	<u>7 10</u>	
SENIOR			
HONR 499 ^p	Senior Honors Thesis	3	
	Honors courses in the major ^{4,1}	<u>6</u>	
	<u>TOTAL</u>	<u>9</u>	
PROGRAM TOTAL = 16-1719 credits			

^p This course has at least one prerequisite. Check the Courses of Instruction section of the catalog at <http://catalog.colostate.edu/> to see the course prerequisites.

¹ The student's major designation (e.g., History Honors Scholar or Biology Honors Scholar) or in some cases a disciplinary designation that may be different from the student's major.

² Required for freshmen students and not required for transfers or on-campus students.

³ It is expected that most students (new freshmen, transfers, and on-campus) in Track 2 will have completed at least 30 credits, and some of these students may take an Honors course in the major and/or enroll in elective Honors courses in their first year on campus.

⁴ Twelve honors credits (upper-division, graduate level, etc.) in the major or discipline.

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¹ Fifteen Honors credits (sophomore [200-level], upper-division [300- for 400-level], graduate [500-level], etc.) in the major or discipline; not more than 3 credits at sophomore or 200-level.

Request to Add Concentrations to the Major in Agricultural Education

A request by the Department of Agricultural and Resource Economics to add concentrations in Agricultural Literacy and Teacher Development under the major in Agricultural Education (B.S. degree) was approved. The recommended effective date, subject to approval by Faculty Council, is Fall Semester 2014.

Request to Add a Minor in Agricultural Literacy

A request by the Department of Agricultural and Resource Economics to add a minor in Agricultural was approved. The recommended effective date, subject to approval by Faculty Council, is Fall Semester 2014.

The meeting adjourned at 3:15 p.m.

(FC)

3/28/14

Carole Makela, Chair
Fionna Bright for Tom Hoehn, Secretary

A regular meeting of the University Curriculum Committee was held on April 11, 2014, at 2:00 p.m.

Members present: Chair Carole Makela, Professors Bradley Goetz, Paul Mallette, Patrick Fitzhorn, Nancy Jianakoplos, Ed Delosh for Steve Strauss, Howard Ramsdell, Michael Culbertson for Michelle Wilde, and Kathleen Pickering (ex-officio).

Absent: Paul Meiman, Andrew Bondi, and Sam Guinn.

Guests: Fionna Bright and Linda Selkirk

Minutes

The minutes of March 28, 2014, were approved.

Experimental Course Report

The Experimental Course report was received.

Consent Agenda

The Consent Agenda was approved.

CURRICULAR REQUESTS

° Course is offered for term specified in odd numbered years.
NT-O, offered as nontraditional, online course.

The following curricular requests were approved.

New Courses

Effective Date

ANTH 365 03(3-0-0). Quantifying Anthropology. S. Prerequisite: ANTH 100 or ANTH 120 or ANTH 140 or ANTH 200. Spring Semester 2015

Managing, quantifying and illustrating anthropological data-sets with appropriate software.

CIVE 533/BIOM 533 03(2-3-0). Biomolecular Tools for Engineers. F. Prerequisite: BMS 300 or MIP 300. Credit not allowed for BIOM 533, CIVE 533, and ECE 533. Fall Semester 2014

Theoretical and practical aspects of biomolecular laboratory tools—PCR, cloning, sequencing, single-molecule optical techniques and live-cell imaging.

Major Change to Courses

Effective Date

°ANTH 322 03(3-0-0). Religion, Culture, and Mind, **change to:**

Fall Semester 2015

°ANTH 322 03(3-0-0). **The Anthropology of Religion. F.** Prerequisite: ANTH 100 or ANTH 200.

Major anthropological theories and descriptions of religious beliefs and practices. Religion in a cross-cultural and evolutionary perspective.

[Approved as an All-University Core Curriculum (AUCC) category 4A course for the Anthropology major.]

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ANTH 545 03(3-0-0). Culture and Mental Health: Theory and Method, **change to:** Fall Semester 2015

ANTH 545 04(3-0-1). Culture and Mental Health: Theory and Method. F.
 Prerequisite: Graduate standing; undergraduates must have written consent of instructor.

Cross-cultural study of mental health and healing; cultural, clinical, and neurobiological perspectives; integration of theory and method.

BIOM 533/ECE 533 03(2-3-0). Biomolecular Tools for Engineers, **change to:** Fall Semester 2014

BIOM 533/CIVE 533 03(2-3-0). Biomolecular Tools for Engineers. F.
 Prerequisite: BMS 300 or MIP 300. Credit not allowed for BIOM 533, CIVE 533, and ECE 533.

Theoretical and practical aspects of biomolecular laboratory tools—PCR, cloning, sequencing, single-molecule optical techniques and live-cell imaging.

HIST 363 03(3-0-0). Colorado History, **change to:** Spring Semester 2015

HIST 363 03(3-0-0). Colorado History. F, S, SS. Prerequisite: HIST 100 or HIST 101 or HIST 150 or HIST 151 or HIST 170 or HIST 171; completion of 45 credits.

History of Colorado from pre-history to present. (NT-O)

[Approved as an online course.]

SOC 333 03(3-0-0). Gender Roles in Society, **change to:** Spring Semester 2015

SOC 333 03(3-0-0). Gender and Society. F. Prerequisite: SOC 100 or SOC 105.

Analysis of social organization of gender in contemporary society, emphasizing gendered experiences and institutional linkages.

New Curricula

College of Natural Sciences
 Department of Psychology
 Major in Psychology
 Addictions Counseling Concentration

Effective Spring 2015

(The entire program is shown.)

<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
FRESHMAN			
CHEM 107 ^P	Fundamentals of Chemistry	4	3A
CHEM 108 ^P	Fundamentals of Chemistry Laboratory	1	3A
CO 150 ^P	College Composition	3	1A
CS 110	Personal Computing	4	
LIFE 102 ^P	Attributes of Living Systems	4	3A
MATH 117 ^P	College Algebra in Context I	1	1B
MATH 118 ^P	College Algebra in Context II	1	1B
MATH 124 ^P	Logarithmic and Exponential Functions	1	1B
PSY 100	General Psychology	3	3C
PSY 192	Psychology First-Year Seminar	1	

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<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
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PSY 252 ^P	Mind, Brain, and Behavior	3	
	Arts and Humanities ¹	3	3B
	<u>TOTAL</u>	<u>29</u>	

SOPHOMORE

CO 300 ^P	Writing Arguments	3	2
	<i>Select one course from the following:</i>		
PHIL 100	Appreciation of Philosophy	3	3B
PHIL 110	Logic and Critical Thinking	3	3B
PHIL 120	History and Philosophy of Scientific Thought	3	3B
PHIL 205 ^P	Introduction to Ethics	3	
PHIL 210 ^P	Introduction to Formal Logic	3	
PSY 210 ^P	Psychology of the Individual in Context	3	
PSY 250 ^P	Research Methods in Psychology	4	
PSY 320 ^P	Abnormal Psychology	3	
SPCM 200	Public Speaking	3	
	Global and Cultural Awareness ²	3	3E
	Historical Perspectives ³	3	3D
	Social and Behavioral Sciences ⁴	3	3C
	Electives	3	
	<u>TOTAL</u>	<u>31</u>	

JUNIOR

BMS 300 ^P	Principles of Human Physiology	4	
PSY 310 ^P	Basic Counseling Skills	3	
PSY 311A ^P	Basic Counseling Skills Laboratory—CACI	2	
PSY 360 ^P	Psychology of Drug Addiction Treatment	3	
PSY 362 ^P	Professional Issues in Addiction Treatment	3	
PSY 454 ^P	Biological Psychology	3	4B
PSY 455 ^P	Biological Psychology Laboratory	2	4A
PSY 488	Field Placement	3	
STAT 311 ^P	Statistics for Behavioral Sciences I	3	
STAT 312 ^P	Statistics for Behavioral Sciences II	3	
	<u>TOTAL</u>	<u>29</u>	

SENIOR

<i>Select two pairs of courses from the following:</i>			
PSY 315 ^P	Social Psychology	3	4B
PSY 317 ^P	Social Psychology Laboratory	2	4A
<u>OR</u>			
PSY 370 ^P	Psychological Measurement and Testing	3	4B
PSY 371 ^P	Psychological Measurement and Testing Laboratory	1	4A
<u>OR</u>			
PSY 452 ^P	Cognitive Psychology	3	4B
PSY 453 ^P	Cognitive Psychology Laboratory	2	4A
<u>OR</u>			
PSY 458 ^P	Cognitive Neuroscience	3	4B
PSY 459 ^P	Cognitive Neuroscience Laboratory	2	4A
PSY 364 ^P	Infectious Diseases and Substance Use	3	
PSY 401 ^P	History and Systems of Psychology	3	4C
PSY 410 ^P	Psychobiology of Addictions	3	
PSY 488 ^P	Field Placement	3	
	Arts and Humanities ¹	3	3B
	Electives	6-7	
	<u>TOTAL</u>	<u>31</u>	

PROGRAM TOTAL = 120 credits

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^p This course has at least one prerequisite. Check the Courses of Instruction section of the catalog at <http://catalog.colostate.edu/> to see the course prerequisites.

¹ Select from the list of courses in category 3B in the All-University Core Curriculum (AUCC). Only 3 of the 6 credits required for Arts and Humanities may come from intermediate (L*** 200 and L*** 201) foreign language courses.

² Select from the list of courses in category 3E in the AUCC.

³ Select from the list of courses in category 3D in the AUCC.

⁴ Select from the list of courses in category 3C in the AUCC except PSY 100.



Major Changes to Curricula

College of Health and Human Sciences

School of Education

Master of Education and Human Resource Studies

Effective Fall 2014

~~Educational Leadership, Renewal, and Change~~ Education Sciences Specialization

(The entire program is shown. Deletions are in ~~strikeout~~; additions are in underline.)

<u>Course</u>	<u>Title</u>	<u>Cr</u>
Instruction/Special-NeedsInstructional Sciences – Option 1		3033
EDAE 604	Philosophy/Organization of Workforce Education	3
EDCT 571	Vocational Assessment for Special Needs	3
EDRM 600	Introduction to Research Methods	3
EDRM 612 ^p	Assessing Students in Educational Settings	3
EDUC 530 ^p	Effective Instructional Technologies	3
EDUC 618	School Law	3
EDUC 619	Curriculum Development	3
EDUC 628 ^p	Models of Teaching	3
EDUC 629	Communication and Classrooms	3
EDUC 651 ^p	Multicultural and Special Populations	3
<i>Plan A or Plan B</i>		
<u>Plan A</u>		
EDRM 606 ^p	Principles: Quantitative Data Analysis	3
EDRM 699	Thesis	6
<u>Plan B</u>		
EDRM 698	Research	3
	Electives	6
Administration – Option 2		33
EDRM 600	Introduction to Research Methods	3
EDUC 610	Principles of Supervision and Evaluation	3
EDUC 618	School Law	3
EDUC 619	Curriculum Development	3
EDUC 645 ^p	Leadership and Ethics in Public Education	3
EDUC 646 ^p	School Resource Management	3
EDUC 647 ^p	School Culture, Climate, and Communications	3
EDUC 648A ^p	Role of the Principal-Professional Learning Community	1
EDUC 648B ^p	Role of the Principal-Managing and Leading Change	2
EDUC 651 ^p	Multicultural and Special Populations	3
EDUC 687B	Internship-Principal	6
Teacher Licensure – Option 3		41
EDRM 602 ^p	Action Research	3
EDUC 525C ^p	Expert Teaching-Literacy and Numeracy	3
EDUC 526 ^p	Interdisciplinary Methods	4

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<u>Course</u>	<u>Title</u>	<u>Cr</u>
EDUC 573 ^P	Differentiating Instruction for Diverse Needs	3
EDUC 619	Curriculum Development	3
EDUC 625 ^P	Contexts of Schooling	3
EDUC 628 ^P	Models of Teaching	3
EDUC 687D ^P	Internship-Teacher Licensure I	3
EDUC 687E ^P	Internship-Teacher Licensure II	12
EDUC 693B	Seminar-Instruction	2
EDUC 693C ^P	Seminar-Teacher Licensure Capstone	2

^P This course has at least one prerequisite. Check the Courses of Instruction section of the catalog at <http://catalog.colostate.edu/> to see the course prerequisites.



College of Liberal Arts
Major in International Studies
Asian Studies Concentration

Effective Fall 2014

(The entire program is shown. Deletions are in ~~strikeout~~; additions are in underline.)

<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
FRESHMAN			
CO 150 ^P	College Composition	3	1A
GR 100	Introduction to Geography	3	3C
LCHI 105 ^P	First-Year Chinese I	5	
LCHI 107 ^P	First-Year Chinese II	5	
OR			
LJPN 105 ^P	First-Year Japanese I	5	
LJPN 107 ^P	First-Year Japanese II	5	
LCHI 107 ^P	First-Year Chinese II	5	
OR			
LJPN 107 ^P	First-Year Japanese II	5	
<i>Select a minimum of 3 credits from the following:</i>			
MATH 117 ^P	College Algebra in Context I	1	1B
MATH 118 ^P	College Algebra in Context II	4	4B
MATH 124 ^P	Logarithmic and Exponential Function	4	4B
MATH 141 ^P	Calculus in Management Sciences	3	4B
MATH 155 ^P	Calculus for Biological Scientists I	4	4B
MATH 160 ^P	Calculus for Physical Scientists I	4	4B
POLS 241	Comparative Government and Politics	3	3E
	Arts and Humanities ¹	3	3B
	Historical Perspectives ²	3	3D
	<u>Mathematics³</u>	<u>2-4</u>	<u>1B</u>
	<u>Electives</u>	<u>3</u>	
	TOTAL	<u>31-32</u>	
		<u>31-33</u>	

SOPHOMORE

AREC 202 ^P	Agricultural and Resource Economics	3	3C
OR			
ECON 202 ^P	Principles of Microeconomics	3	3C
HIST 120	Asian Civilizations I ^{4,5}	3	
OR			
HIST 121	Asian Civilizations II ^{4,5}	3	

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Course	Title	Cr	AUCC
<i>Select one course from the following not taken elsewhere:^{4a}</i>			
HIST 120	Asian Civilizations I ⁵⁴	3	
HIST 121	Asian Civilizations II ⁵⁴	3	
HIST 430^P	Ancient Near-East	3	
HIST 438^P	The Modern Middle-East	3	
HIST 440 ^P	Modern South Asia	3	
HIST 451 ^P	Medieval China and Central Asia	3	
HIST 469^P	The Crusades	3	
LCHI 200 ^P	Second-Year Chinese I	5	
LCHI 201 ^P	Second-Year Chinese II	5	
OR			
LJPN 200 ^P	Second-Year Japanese I	5	
LJPN 201 ^P	Second-Year Japanese II	5	
LCHI 201^P	Second-Year Chinese II	5	
OR			
LJPN 201^P	Second-Year Japanese II	5	
<u>International Studies Major Course Selection</u>		3	
<u>Advanced Writing⁹</u>		3	2
<u>Biological and Physical Sciences⁷⁵</u>		7	3A
TOTAL		26	32
JUNIOR			
INST 300 ^P	Approaches to International Studies	3	4B
LCHI 304 ^P	Third-Year Chinese I	3	
LCHI 305 ^P	Third-Year Chinese II	3	
OR			
LJPN 304 ^P	Third-Year Japanese I	3	
LJPN 305 ^P	Third-Year Japanese II	3	
<u>International Studies Major Course Selection</u>		12	
<u>Advanced Writing⁹</u>		3	2
<u>Arts and Humanities¹</u>		3	3B
<u>Track courses³</u>		48	
<u>Electives⁸</u>		36	
TOTAL		33	30
SENIOR			
INST 492 ^P	Seminar	3	4A, 4C
<u>Track courses⁷ International Studies Major Course Selection</u>		69	
<u>Electives⁸</u>		20-24	
TOTAL		13-15	
		29-30	
		27	

International Studies Major Course Selection

Students must select a minimum total of 24 credits, 18 of which must be upper-division (300- to 400-level), from at least three subject codes, from the following groups of courses. Select at least 6 credits from 1. History and Politics of Asia; at least 6 credits from 2. Thought and Cultures of Asia; and at least 3 credits from 3. International Studies. Select an additional minimum of 9 credits from among the three groups to bring the total to 24.

1. History and Politics of Asia.

Select a minimum of 6 credits from the following:

HIST 440 ^P	Modern South Asia	3
HIST 441 ^P	South Asia Since Independence	3
HIST 450 ^P	Ancient China*	3
HIST 451 ^P	Medieval China and Central Asia	3
HIST 452 ^P	China in the Modern World, 1600-Present	3
HIST 455 ^P	Tokugawa and Modern Japan, 1600-Present	3

<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
HIST 456 ^P	East Asia in the Age of Empire, 1800-Present	3	
HIST 464 ^P	Pacific Wars: Philippines—WWII*	3	
HIST 465 ^P	Pacific Wars: Korea and Vietnam*	3	
HIST 466 ^P	U.S. China Relations Since 1800	3	
HIST 533 ^P	Reading Seminar—East Asia*	3	
HIST 534 ^P	Reading Seminar—South Asia*	3	
IE 271	India	3	
POLS 445 ^P	Comparative Asian Politics	3	
<hr/>			
2. Thought and Cultures of Asia			
<i>Select a minimum of 6 credits from the following:</i>			
ANTH 312 ^P	Modern Indian Culture and Society*	3	
ANTH 314 ^P	Southeast Asian Cultures and Societies*	3	
ART 112	History of Asian Art	3	
ART 316 ^P	Art of the Pacific*	3	
E 356	Asian Literature	3	
LCHI 250	Chinese Language, Literature, Culture in Translation	3	
OR			
LJPN 250	Japanese Language, Literature, Culture in Translation	3	
LCHI 309	Contemporary Chinese Literature and the Arts	3	
LCHI 365 ^P	Introduction to Chinese Cinema Studies ⁹	3	
OR			
LGEM 465B	Studies in Foreign Film: Asia ⁹	3	
OR			
LJPN 365 ^P	Introduction to Japanese Cinema Studies ⁹	3	
LCHI 496	Group Study—Chinese	3	
LJPN 404 ^P	Historical Aspects of the Language and Society	3	
LJPN 496 ^P	Group Study—Japanese	3	
PHIL 106	Wisdom of the East—Oriental Philosophy	3	
PHIL 172	Religions of the East	3	
PHIL 349 ^P	Philosophies of East Asia	3	
PHIL 360 ^P	Topics in Asian Philosophy	3	
PHIL 371	Contemporary Eastern Religious Thought	3	
PHIL 379 ^P	Mysticism East and West*	3	
<hr/>			
3. International Studies			
<i>Select a minimum of 3 credits from the following:</i>			
AGRI 270/	World Interdependence—Population and Food	3	3E
IE 270			
AM 430 ^P	International Retailing*	3	
AM 460	Historic Textiles	3	
ANTH 200	Cultures and the Global System	3	3E
ANTH 352 ^P	Geoarchaeology*	3	
ANTH 415	Indigenous Ecologies and the Modern World	3	
ANTH 422 ^P /	Comparative Legal Systems*	3	
SOC 422 ^P			
ANTH 441 ^P	Method in Cultural Anthropology*	3	
ANTH 479 ^P /	International Development Theory and Practice	3	
IE 479 ^P			
AREC 240/	Issues in Environmental Economics	3	3C
ECON 240			
AREC 415 ^P	International Agricultural Trade*	3	
AREC 460 ^P	Ag- and Resource-Based Economic Development*	3	
BUS 350 ^P	Travel Abroad—International Comparative Management*	3	
CON 450/	Travel Abroad—Sustainable Building	3	
INTD 450			

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<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
ECON 204 ^P	Principles of Macroeconomics	3	3C
ECON 332 ^P	International Political Economy*	3	
POLS 332 ^P			
ECON 370 ^P	Comparative Economic Systems	3	
ECON 440 ^P	International Economics I*	3	
ECON 442 ^P	International Economics II*	3	
ECON 460 ^P	Economic Development*	3	
FIN 475 ^P	International Business Finance*	3	
GR 320 ^P	Cultural Geography	3	
HIST 462 ^P	Themes in World History	3	
HIST 463 ^P	Science and Technology in Modern History*	3	
HIST 470 ^P	World Environmental History, 1500-Present*	3	
HIST 471 ^P	History of Antarctica, 1800-Present*	3	
IE 179	Globalization: Exploring Our Global Village	3	3E
IE 370	Model United Nations	3	3E
IE 450/	International Social Welfare and Development	3	
SOWK 450			
IE 470	Women and Development	3	
IE 471	Children and Youth in Global Context	3	
IE 472 ^P	Education for Global Peace	3	
JTC 412	International Mass Communication	3	
MGT 475 ^P	International Business Management*	3	
MKT 365 ^P	International Marketing*	3	
NRRT 320	International Issues—Recreation and Tourism	3	
POLS 362 ^P	Global Environmental Politics	3	
POLS 431 ^P	International Law*	3	
POLS 433 ^P	International Organization*	3	
POLS 435 ^P	United States Foreign Policy*	3	
POLS 436 ^P	Comparative Foreign Policy*	3	
POLS 437	International Security	3	
SOC 364 ^P	Agriculture and Global Society*	3	
SOC 429 ^P	Comparative Urban Studies*	3	
SOC 482A-B ^P	Travel Abroad ¹⁰	3	
SPCM 434 ^P	Intercultural Communication	3	

PROGRAM TOTAL = 120 credits

^P This course has at least one prerequisite. Check the Courses of Instruction section of the catalog at <http://catalog.colostate.edu/> to see the course prerequisites.

* Additional coursework may be required because of prerequisites.

¹ Select from the list of courses in category 3B of the All-University Core Curriculum (AUCC), except L*** 200 and L*** 201.

² Select from the list of courses in category 3D of the AUCC.

³ Select an additional minimum of 2 credits from the list of courses in category 1B of the AUCC.

^{4,5} Course(s) selected may not be used here and for AUCC 3D or 3E or in International Studies Major Course Selection track courses (see note 3).

^{5,4} Course not selected in the previous choice may be chosen here.

⁶ Select from the list of courses in category 2 of the AUCC.

^{7,5} Select from the list of courses in category 3A in the AUCC. One course must have a laboratory component.

⁶ Select from the list of courses in category 2 of the AUCC.

⁷ Three different subject codes, (6 credits minimum from Track 1 and Track 2, respectively, and 3 credits minimum from Track 3) for a total of 24 credits, 18 of which must be upper division. *Track 1—History and Politics of Asia:* HIST 115, HIST 303, HIST 430, HIST 431, HIST 432, HIST 433, HIST 435, HIST 438, HIST 440, HIST 441, HIST 450, HIST 451, HIST 452, HIST 455, HIST 456, HIST 464, HIST 465, HIST 466, HIST 468, HIST 469, IE 271, POLS 445, POLS 449; *Track 2—The Thought and Culture of Asia:* ANTH 312, ANTH 314, ART 112, ART 316, E 356, LCHI 250 or LJPN 250, LCHI 309, LGEN 465B, LJPN 496, PHIL 106, PHIL 172, PHIL 309, PHIL

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349, PHIL 360, PHIL 371, PHIL 379, PHIL 455; *Track 3—International Studies:* AM 430, AM 460, ANTH 200, ANTH 352, ANTH 415, ANTH 422, ANTH 441, AREC 240, AREC 415, AREC 460, BUS 350, CON 450, ECON 204, ECON 240, ECON 332, ECON 370, ECON 440, ECON 442, ECON 460, FIN 475, GR 320, HIST 462, HIST 463, HIST 470, HIST 471, IE 270, IE 370, IE 450, IE 470, IE 471, INTD 357, INTD 450, JTC 412, MGT 475, MKT 365, NRRT 320, POLS 332, POLS 362, POLS 431, POLS 433, POLS 435, POLS 436, SOC 364, SOC 422, SOC 429, SOC 482A-B, SOWK 450, SPCM 434.

⁸ Minimum number of elective credits to complete the program. To fulfill the 42 upper-division credit minimum and depending on the selections made in the sophomore year and for the track courses, at least 9 elective credits must be upper-division. Select enough elective credits to bring the program total to 120, of which a minimum of 42 credits must be upper-division (300- to 400-level).

⁹ Credit allowed for only one of the following: LCHI 365, LGEN 465B, LJPN 365.

¹⁰ To count toward the International Studies Major Course Selection, travel abroad must be to a country or area covered by this concentration.



**Major in International Studies
European Studies Concentration**

Effective Fall 2014

(The entire program is shown. Deletions are in ~~strikeout~~; additions are in underline.)

<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
FRESHMAN			
CO 150 ^P	College Composition	3	1A
GR 100	Introduction to Geography	3	3C
L*** 105 ^P	First-Year Language I ¹	5	
L*** 107 ^P	First-Year Language II ¹	5	
<i>Select a minimum of 3 credits from the following:</i>			
MATH 117 ^P	College Algebra in Context I	1	1B
MATH 118 ^P	College Algebra in Context II	4	4B
MATH 124 ^P	Logarithmic and Exponential Function	4	4B
MATH 141 ^P	Calculus in Management Sciences	3	4B
MATH 155 ^P	Calculus for Biological Scientists I	4	4B
MATH 160 ^P	Calculus for Physical Scientists I	4	4B
POLS 241	Comparative Government and Politics	3	3E
	Arts and Humanities ²⁴	3	3B
	Historical Perspectives ³²	3	3D
	<u>Mathematics⁴</u>	<u>2-4</u>	<u>1B</u>
	TOTAL	<u>31-32</u>	<u>28-30</u>
SOPHOMORE			
AREC 202 ^P	<u>Agricultural and Resource Economics</u>	<u>3</u>	<u>3C</u>
OR			
ECON 202 ^P	Principles of Microeconomics	3	3C
<i>Select one of the following course pairs for 6 credits:</i>			
HIST 100	<u>Western Civilization, Pre-Modern</u>	<u>3</u>	<u>3D</u>
HIST 101	<u>Western Civilization, Modern</u>	<u>3</u>	<u>3D</u>
OR			
	<u>Two HIST courses at the 200- and/or 300-level related to Europe⁵</u>	<u>6</u>	
L*** 200 ^P	Second-Year Language I ¹	3-4	
L*** 201 ^P	Second-Year Language II ¹	3-4	
	<u>Advanced Writing⁶</u>	<u>3</u>	<u>2</u>
	Biological and Physical Sciences ⁵⁷	7	3A

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<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
	Electives	<u>9-6-8</u>	
	TOTAL	<u>25-27</u>	
		33	
JUNIOR			
<i>Select 6 credits from the following courses:</i>			
HIST 100	Western Civilization: Pre-Modern	3	
	AND		
HIST 101	Western Civilization: Modern ³	3	
	OR		
	Two HIST courses at the 200 and/or 300 level related to Europe ⁴	6	
INST 300 ^P	Approaches to International Studies	3	4B
L*** 300 ^P	Third-Year Language I ^{1, 86}	3	
L*** 301 ^P	Third-Year Language II ^{1, 86}	3	
	<u>International Studies Major Course Selection</u>	<u>12</u>	
	Advanced Writing ⁷	3	2
	Track courses ⁷	15	
	<u>Arts and Humanities²</u>	<u>3</u>	<u>3B</u>
	Electives	<u>36</u>	
	TOTAL	<u>33-30</u>	
SENIOR			
INST 492 ^P	Seminar	3	4A, 4C
	<u>International Studies Major Course Selection</u>	<u>12</u>	
	Track courses ⁷	9	
	Electives ^{9a}	<u>15-17</u>	
		<u>18-19</u>	
	TOTAL	<u>27-29</u>	
		30-34	

International Studies Major Course Selection

Students must select a minimum total of 24 credits, 18 of which must be upper-division (300- to 400-level), from at least three subject codes, from the following groups of courses. Select at least 6 credits from 1. History and Politics in Europe; at least 6 credits from 2. Thought and Cultures in Europe; and at least 3 credits from 3. International Studies. Select an additional minimum of 9 credits from among the three groups to bring the total to 24.

1. History and Politics in Europe.

Select a minimum of 6 credits from the following:

ECON 376 ^P	Marxist Economic Thought	3
HIST 300 ^P	Ancient Greece to 323 B.C.E.*	3
HIST 301 ^P	Roman Republic*	3
HIST 302 ^P	Roman Empire*	3
HIST 303 ^P	Hellenistic World: Alexander to Cleopatra*	3
HIST 304 ^P	Women in Ancient Greece and Rome*	3
HIST 310 ^P	Medieval Europe*	3
HIST 311 ^P	Medieval England*	3
HIST 312 ^P	Women in Medieval Europe*	3
HIST 315 ^P	Tudor Stuart England, 1485-1689*	3
HIST 317 ^P	Renaissance and Reformation Europe*	3
HIST 318 ^P	The Age of the Enlightenment*	3
HIST 319 ^P	Early Modern France, 1500-1789*	3
HIST 320 ^P	Women and Gender in Europe, 1450-1789*	3
HIST 321 ^P	Industrial Society in Europe, 1600-1871*	3
HIST 322 ^P	Industrial Society in Europe, 1871-1989*	3
HIST 323 ^P	Russia Before 1700*	3
HIST 324 ^P	Imperial Russia*	3

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<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
HIST 328 ^P	<u>Modern Europe, 1815-1914*</u>	3	
HIST 329 ^P	<u>Europe in Crisis, 1914-1941*</u>	3	
HIST 330 ^P	<u>Eastern Europe Since 1918*</u>	3	
HIST 331 ^P	<u>The Soviet Union*</u>	3	
HIST 332 ^P	<u>Germany Since World War I*</u>	3	
HIST 333 ^P	<u>Contemporary Europe*</u>	3	
HIST 335 ^P	<u>Britain in the 20th Century*</u>	3	
HIST 336 ^P	<u>Germany from Napoleon to WWI*</u>	3	
HIST 337 ^P	<u>Modern Italy: Politics, Society, and Culture*</u>	3	
HIST 339 ^P	<u>World War II in Europe*</u>	3	
HIST 461 ^P	<u>Rise and Fall of British Empire*</u>	3	
HIST 469 ^P	<u>The Crusades*</u>	3	
POLS 341 ^P	<u>Western European Government and Politics</u>	3	
POLS 345 ^P	<u>Russian, Central, and East European Politics</u>	3	
POLS 420	<u>History of Political Thought</u>	3	
POLS 421	<u>Contemporary Political Theories</u>	3	
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<u>2. Thought and Cultures in Europe</u>			
<i>Select a minimum of 6 credits from the following:</i>			
ART 110	<u>Art History I</u>	3	
ART 111 ^P	<u>Art History II</u>	3	
ART 212 ^P	<u>Art History III*</u>	3	
ART 410 ^P	<u>Greek Art*</u>	3	
ART 411 ^P	<u>History of Medieval Art*</u>	3	
ART 412 ^P	<u>History of Renaissance Art*</u>	3	
ART 414 ^P	<u>History of Baroque and Rococo Art*</u>	3	
ART 415 ^P	<u>History of 19th Century European Art*</u>	3	
ART 416 ^P	<u>History of European Art, 1900 to 1945*</u>	3	
ART 417 ^P	<u>Roman Art*</u>	3	
ART 420 ^P	<u>Travel Abroad Art History in Italy*</u>	3-5	
E 276	<u>Survey of British Literature I</u>	3	3B
E 277	<u>Survey of British Literature II</u>	3	3B
E 337 ^P	<u>Western Mythology</u>	3	
E 342 ^P	<u>Shakespeare I</u>	3	
E 343 ^P	<u>Shakespeare II</u>	3	
E 424 ^P	<u>English Renaissance</u>	3	
E 426 ^P	<u>British Romanticism</u>	3	
E 427 ^P	<u>Victorian Age</u>	3	
E 430 ^P	<u>18th-Century English Fiction</u>	3	
E 431 ^P	<u>19th-Century English Fiction</u>	3	
E 432 ^P	<u>20th-Century British Fiction</u>	3	
E 443 ^P	<u>English Renaissance Drama</u>	3	
E 444 ^P	<u>Restoration and 18th-Century Drama</u>	3	
E 445 ^P	<u>Modern British and European Drama</u>	3	
E 452 ^P	<u>Masterpieces of European Literature</u>	3	
E 455 ^P	<u>European Literature after 1900*</u>	3	
E 460 ^P	<u>Chaucer*</u>	3	
E 463 ^P	<u>Milton*</u>	3	
E 475 ^P	<u>American Poetry Before 1900*</u>	3	
LAND 120	<u>History of the Designed Landscape</u>	3	
L*** 250	<u>Language, Literature, Culture in Translation</u>	3	3B
L*** 310 ^P	<u>Approaches to Literature¹⁰</u>	3	
L*** 313 ^P	<u>Introduction to Translation and Interpreting¹⁰</u>	3	
L*** 335 ^P	<u>Issues in Culture¹⁰</u>	3	
L*** 345 ^P	<u>Business Language¹⁰</u>	3	
L*** 355 ^P	<u>20th Century Literature¹¹</u>	3	

<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
L*** 413 ^P	<u>Advanced Translation and Interpreting¹⁰</u>	3	
L*** 441 ^P	<u>Advanced Business Language¹⁰</u>	3	
L*** 450 ^P	<u>Selected Literary Movements and Periods¹⁰</u>	3	
L*** 452 ^P	<u>Genre Studies¹⁰</u>	3	
L*** 453 ^P	<u>Author Studies¹⁰</u>	3	
L*** 454 ^P	<u>Topic Studies¹⁰</u>	3	
LFRE 433A-B ^P	<u>Advanced French/Francophone Culture*</u>	3	
LFRE 460 ^P	<u>French/Francophone Women Writers</u>	3	
LGEM 465C	<u>Studies in Foreign Film—Europe</u>	3	
LGER 434 ^P	<u>Advanced German Culture</u>	3	
LSPA 437 ^P	<u>Advanced Spanish Culture</u>	3	
LSPA 443 ^P	<u>Spanish Theatre</u>	3	
MU 334 ^P	<u>Music History I*</u>	3	
MU 335 ^P	<u>Music History II*</u>	3	
PHIL 300 ^P	<u>Ancient Greek Philosophy*</u>	3	
PHIL 301 ^P	<u>17th and 18th Century European Philosophy*</u>	3	
PHIL 302 ^P	<u>19th Century Philosophy*</u>	3	
PHIL 409 ^P	<u>20th Century Philosophy*</u>	3	
<hr/>			
3. International Studies			
<i>Select a minimum of 3 credits from the following:</i>			
AGRI 270/ IE 270	<u>World Interdependence—Population and Food</u>	3	3E
AM 430 ^P	<u>International Retailing*</u>	3	
AM 460	<u>Historic Textiles</u>	3	
ANTH 200	<u>Cultures and the Global System</u>	3	3E
ANTH 352 ^P	<u>Geoarchaeology*</u>	3	
ANTH 415	<u>Indigenous Ecologies and the Modern World</u>	3	
ANTH 422 ^P / SOC 422 ^P	<u>Comparative Legal Systems*</u>	3	
ANTH 441 ^P	<u>Method in Cultural Anthropology*</u>	3	
ANTH 479 ^P / IE 479 ^P	<u>International Development Theory and Practice</u>	3	
AREC 240/ ECON 240	<u>Issues in Environmental Economics</u>	3	3C
AREC 415 ^P	<u>International Agricultural Trade*</u>	3	
AREC 460 ^P	<u>Ag- and Resource-Based Economic Development*</u>	3	
BUS 350 ^P	<u>Travel Abroad-International Comparative Management*</u>	3	
CON 450/ INTD 450	<u>Travel Abroad-Sustainable Building</u>	3	
ECON 204 ^P	<u>Principles of Macroeconomics</u>	3	3C
ECON 332 ^P / POLS 332 ^P	<u>International Political Economy*</u>	3	
ECON 370 ^P	<u>Comparative Economic Systems</u>	3	
ECON 440 ^P	<u>International Economics I*</u>	3	
ECON 442 ^P	<u>International Economics II*</u>	3	
ECON 460 ^P	<u>Economic Development*</u>	3	
FIN 475 ^P	<u>International Business Finance*</u>	3	
GR 320 ^P	<u>Cultural Geography</u>	3	
HIST 462 ^P	<u>Themes in World History</u>	3	
HIST 463 ^P	<u>Science and Technology in Modern History*</u>	3	
HIST 470 ^P	<u>World Environmental History, 1500-Present*</u>	3	
HIST 471 ^P	<u>History of Antarctica, 1800-Present*</u>	3	
IE 179	<u>Globalization: Exploring Our Global Village</u>	3	3E
IE 370	<u>Model United Nations</u>	3	3E

<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
IE 450/ SOWK 450	<u>International Social Welfare and Development</u>	<u>3</u>	
IE 470	<u>Women and Development</u>	<u>3</u>	
IE 471	<u>Children and Youth in Global Context</u>	<u>3</u>	
IE 472 ^P	<u>Education for Global Peace</u>	<u>3</u>	
JTC 412	<u>International Mass Communication</u>	<u>3</u>	
MGT 475 ^P	<u>International Business Management*</u>	<u>3</u>	
MKT 365 ^P	<u>International Marketing*</u>	<u>3</u>	
NRRT 320	<u>International Issues-Recreation and Tourism</u>	<u>3</u>	
POLS 362 ^P	<u>Global Environmental Politics</u>	<u>3</u>	
POLS 431 ^P	<u>International Law*</u>	<u>3</u>	
POLS 433 ^P	<u>International Organization*</u>	<u>3</u>	
POLS 435 ^P	<u>United States Foreign Policy*</u>	<u>3</u>	
POLS 436 ^P	<u>Comparative Foreign Policy*</u>	<u>3</u>	
POLS 437	<u>International Security</u>	<u>3</u>	
SOC 364 ^P	<u>Agriculture and Global Society*</u>	<u>3</u>	
SOC 429 ^P	<u>Comparative Urban Studies*</u>	<u>3</u>	
SOC 482A-B	<u>Travel Abroad¹²</u>	<u>3</u>	
SPCM 434 ^P	<u>Intercultural Communication</u>	<u>3</u>	

PROGRAM TOTAL = 120 credits

^P This course has at least one prerequisite. Check the Courses of Instruction section of the catalog at <http://catalog.colostate.edu/> to see the course prerequisites.

* Additional coursework may be required because of prerequisites.

¹ French (LFRE), German (LGER), Italian (LITA), Russian (LRUS), or Spanish (LSPA).

² Select from the list of courses in category 3B in the All-University Core Curriculum (AUCC), except L*** 200 and L*** 201.

³ If HIST 100 and HIST 101 are used to fulfill the history sequence within the option, a course other than HIST 101 must be used to fulfill AUCC category 3D. Select from the list of courses in category 3D of the AUCC.

⁴ Select an additional minimum of 2 credits from the list of courses in category 1B of the AUCC.

⁴ With approval of adviser. Courses selected may not count toward the History and Politics in Europe International Studies Major Course Selection requirement.

⁶ Select from the list of courses in category 2 of the AUCC.

⁶ Select from the list of courses in category 3A in the AUCC. One course must have a laboratory component.

⁶ For students of Italian language, see advisor about fulfilling the 300-level language requirement. For students of Russian language, take LRUS 304 and LRUS 305.

⁷ Select from the list of courses in category 2 of the AUCC.

⁷ Three different subject codes, (6 credits minimum from Track 1 and Track 2, respectively, and 3 credits minimum from Track 3), for a total of 24 credits, 18 of which must be upper-division. *Track 1—History and Politics of Europe:* ECON 376, HIST 300, HIST 301, HIST 302, HIST 303, HIST 304, HIST 308, HIST 309, HIST 311, HIST 312, HIST 317, HIST 319, HIST 320, HIST 321, HIST 323, HIST 324, HIST 327, HIST 329, HIST 330, HIST 331, HIST 332, HIST 335, HIST 337, HIST 339, HIST 461, HIST 469, POLS 341, POLS 345, POLS 420, POLS 421, HIST 332, HIST 335, HIST 337, HIST 339, HIST 461, HIST 469, POLS 341, POLS 345, POLS 420, POLS 421; *Track 2—The Thought and Cultures of Europe:* ANTH 324, ART 110, ART 111, ART 212, ART 410, ART 411, ART 412, ART 414, ART 415, ART 416, ART 417, ART 420, E 276, E 277, E 337, E 342, E 343, E 353, E 424, E 426, E 427, E 430, E 431, E 432, E 443, E 444, E 445, E 452, E 455, E 460, E 463, E 475, LAND 120, L* 250, L* 310, L* 313, L* 335, L* 345, L* 355, L* 413, L* 450, LFRE 433A-B, LGER 434, LSPA 437, L* 441, LSPA 443, LSPA 450, L* 452, L* 453, L* 454, LFRE 460, LGEN 465C, MU 334, MU 335, PHIL 170, PHIL 173, PHIL 300, PHIL 301, PHIL 302, PHIL 409; *Track 3—International Studies:* AM 430, AM 460, ANTH 200, ANTH 415, ANTH 422, ANTH 441, AREC 240, AREC 415, AREC 460, BUS 350, CON 450, ECON 204, ECON 240, ECON 332, ECON 370, ECON 440, ECON 442, ECON 460, FIN 475, GR 320, HIST 462, HIST 463, HIST 470, HIST 471, IE 270, IE 370, IE 450, IE 470, IE 471, INTD 357, INTD 450, JTC 412, MGT 475, MKT 365, NRRT 320, POLS 332, POLS 362, POLS 431, POLS 433, POLS 435, POLS 436, SOC 364, SOC 422, SOC 429, SOC 482A-B, SOWK 450, SPCM 434.

⁸ Select enough elective credits to bring the program total to 120 credits, of which at least 42 must be upper-division (300- to 400-level).

¹⁰ French (LFRE), German (LGER), or Spanish (LSPA) only.

¹¹ French (LFRE) or German (LGER) only.

¹² To count toward the International Studies Major Course Selection, travel abroad must be to a country or area covered by this concentration.



**Major in International Studies
Latin American Studies Concentration**

Effective Fall 2014

(The entire program is shown. Deletions are in ~~strikeout~~; additions are in underline.)

<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
FRESHMAN			
CO 150 ^P	College Composition	3	1A
GR 100	Introduction to Geography	3	3C
LSPA 105 ^P	First-Year Spanish I	5	
LSPA 107 ^P	First-Year Spanish II	5	
<i>Select a minimum of 3 credits from the following:</i>			
MATH 117 ^P	College Algebra in Context I	1	1B
MATH 118 ^P	College Algebra in Context II	4	4B
MATH 124 ^P	Logarithmic and Exponential Function	4	4B
MATH 141 ^P	Calculus in Management Sciences	3	4B
MATH 155 ^P	Calculus for Biological Scientists I	4	4B
MATH 160 ^P	Calculus for Physical Scientists I	4	4B
POLS 241	Comparative Government and Politics	3	3E
	Arts and Humanities ¹²	6 3	3B
	Historical Perspectives ^{2,3}	3	3D
	Mathematics ³	<u>2-4</u>	<u>1B</u>
	TOTAL	<u>31-32</u>	
		<u>28-30</u>	
SOPHOMORE			
AREC 202 ^P	Agricultural and Resource Economics	3	3C
OR			
ECON 202 ^P	Principles of Microeconomics	3	3C
LSPA 200 ^P	Second-Year Spanish I	3	
LSPA 201 ^P	Second-Year Spanish II	3	
	International Studies Major Course Selection	6	
	Latin American history ¹	3	
	Advanced Writing ¹	3	<u>2</u>
	Arts and Humanities ¹	3	<u>3B</u>
	Biological and Physical Sciences ^{2,4}	7	3A
	Electives	<u>9</u> 3	
	TOTAL	<u>25-27</u>	
		<u>31</u>	
JUNIOR			
<i>Select one two courses from following:²</i>			
HIST 410 ^P	Colonial Latin America	3	
HIST 412 ^P	Mexico	3	
HIST 413 ^P	Caribbean Civilization	3	
HIST 414 ^P	Revolutions in Latin America	3	
INST 300 ^P	Approaches to International Studies	3	4B
LSPA 300 ^P	Reading and Writing for Communication	3	

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<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
LSPA 301 ^P	Spanish Oral Communication	3	
	International Studies Major Course Selection	9	
	Latin American history [†]	3	
	Upper-division Spanish	6	
	Track courses ²	15	
	Advanced Writing ⁸	3	2
	Electives	6	
	TOTAL	33	30
SENIOR			
INST 492 ^P	Seminar	3	4A, 4C
	International Studies Major Course Selection	9	
	Track courses ²	6	
	Electives ^{7,4}	18-19	
	TOTAL	27-28	
		29-31	

International Studies Major Course Selection

Students must select a minimum total of 24 credits, 18 of which must be upper-division (300- to 400-level), from at least three subject codes, from the following groups of courses. Select at least 6 credits from 1. History and Politics of Latin America; at least 6 credits from 2. Thought and Cultures of Latin America; and at least 3 credits from 3. International Studies. Select an additional minimum of 9 credits from among the three groups to bring the total to 24.

1. History and Politics of Latin America

Select a minimum of 6 credits from the following:

ETST 370	Caribbean Identities	3
ETST 371	The Modern Caribbean	3
HIST 410 ^P	Colonial Latin America	3
HIST 411 ^P	Latin America Since independence	3
HIST 412 ^P	Mexico	3
HIST 413 ^P	Caribbean Civilization	3
HIST 414 ^P	Revolutions in Latin America	3
HIST 460 ^P	Slavery in the Americas	3
POLS 331	Politics and Society Along Mexican Border	3
POLS 446 ^P	Politics of South America	3
POLS 447 ^P	Politics in Mexico, Central America Caribbean	3

2. Thought and Culture of Latin America

Select a minimum of 6 credits from the following:

ANTH 319 ^P /	Latin American Peasantries*	3
ETST 319 ^P		
ANTH 451 ^P	Andean Archaeology and Ethnohistory*	3
ANTH 452 ^P	Archaeology of Mesoamerica*	3
ART 312 ^P	History of Pre-Columbian Art*	3
DM 470A-B ^P	International Design and Merchandising*	2
LSPA 310 ^P	Approaches to Spanish Literature	3
LSPA 313 ^P	Introduction to Spanish translation and Interpreting	3
LSPA 335 ^P	Issues in Hispanic Culture	3
LSPA 345 ^P	Business Spanish	3
LSPA 365 ^P	Studies in Foreign Film—Spanish	3

OR

LSPA 465B ^P	Studies in Foreign Film—Latin America*	3
LSPA 435 ^P	Caribbean Culture in Hispanic Literature	3
LSPA 436 ^P	Advanced Latin American Culture	3
LSPA 437 ^P	Advanced Spanish Culture	3
LSPA 441 ^P	Advanced Business Spanish	3

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<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
LSPA 445 ^P	<u>Women Writers in the Hispanic Worlds</u>	3	
LSPA 449 ^P	<u>Spanish-American Literary Movements and Periods</u>	3	
LSPA 452 ^P	<u>Genre Studies in Spanish</u>	3	
LSPA 453 ^P	<u>Author Studies in Spanish</u>	3	
LSPA 454 ^P	<u>Topic Studies in Spanish</u>	3	
SOC 366 ^P	<u>Peoples and Institutions of Latin America*</u>	3	
<hr/>			
3. International Studies			
<i>Select a minimum of 3 credits from the following:</i>			
AGRI 270/ IE 270	<u>World Interdependence—Population and Food</u>	3	3E
AM 430 ^P	<u>International Retailing*</u>	3	
AM 460	<u>Historic Textiles</u>	3	
ANTH 200	<u>Cultures and the Global System</u>	3	3E
ANTH 352 ^P	<u>Geoarchaeology*</u>	3	
ANTH 415	<u>Indigenous Ecologies and the Modern World</u>	3	
ANTH 422 ^P / SOC 422 ^P	<u>Comparative Legal Systems*</u>	3	
ANTH 441 ^P	<u>Method in Cultural Anthropology*</u>	3	
ANTH 479 ^P / IE 479 ^P	<u>International Development Theory and Practice</u>	3	
AREC 240/ ECON 240	<u>Issues in Environmental Economics</u>	3	3C
AREC 415 ^P	<u>International Agricultural Trade*</u>	3	
AREC 460 ^P	<u>Ag- and Resource-Based Economic Development*</u>	3	
BUS 350 ^P	<u>Travel Abroad—International Comparative Management*</u>	3	
CON 450/ INTD 450	<u>Travel Abroad—Sustainable Building</u>	3	
ECON 204 ^P	<u>Principles of Macroeconomics</u>	3	3C
ECON 332 ^P / POLS 332 ^P	<u>International Political Economy*</u>	3	
ECON 370 ^P	<u>Comparative Economic Systems</u>	3	
ECON 440 ^P	<u>International Economics I*</u>	3	
ECON 442 ^P	<u>International Economics II*</u>	3	
ECON 460 ^P	<u>Economic Development*</u>	3	
FIN 475 ^P	<u>International Business Finance*</u>	3	
GR 320 ^P	<u>Cultural Geography</u>	3	
HIST 462 ^P	<u>Themes in World History</u>	3	
HIST 463 ^P	<u>Science and Technology in Modern History*</u>	3	
HIST 470 ^P	<u>World Environmental History, 1500-Present*</u>	3	
HIST 471 ^P	<u>History of Antarctica, 1800-Present*</u>	3	
IE 179	<u>Globalization: Exploring Our Global Village</u>	3	3E
IE 370	<u>Model United Nations</u>	3	3E
IE 450/ SOWK 450	<u>International Social Welfare and Development</u>	3	
IE 470	<u>Women and Development</u>	3	
IE 471	<u>Children and Youth in Global Context</u>	3	
IE 472 ^P	<u>Education for Global Peace</u>	3	
JTC 412	<u>International Mass Communication</u>	3	
MGT 475 ^P	<u>International Business Management*</u>	3	
MKT 365 ^P	<u>International Marketing*</u>	3	
NRRT 320	<u>International Issues—Recreation and Tourism</u>	3	
POLS 362 ^P	<u>Global Environmental Politics</u>	3	
POLS 431 ^P	<u>International Law*</u>	3	
POLS 433 ^P	<u>International Organization*</u>	3	
POLS 435 ^P	<u>United States Foreign Policy*</u>	3	

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<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
POLS 436 ^P	<u>Comparative Foreign Policy*</u>	3	
POLS 437	<u>International Security</u>	3	
SOC 364 ^P	<u>Agriculture and Global Society*</u>	3	
SOC 429 ^P	<u>Comparative Urban Studies*</u>	3	
SOC 482A-B ^P	<u>Travel Abroad⁸</u>	3	
SPCM 434 ^P	<u>Intercultural Communication</u>	3	

PROGRAM TOTAL = 120 credits

^P This course has at least one prerequisite. Check the Courses of Instruction section of the catalog at <http://catalog.colostate.edu/> to see the course prerequisites.

* Additional coursework may be required due to prerequisites.

¹ Choose two courses from the following: HIST 410, HIST 411, HIST 412, HIST 413, HIST 414. Courses selected may NOT be used both here and as track courses.

¹ Select from the list of courses in category 3B of the All-University Core Curriculum (AUCC), except L*** 200 and L*** 201.

² Three different subject codes: (6 credits minimum from Track 1 and Track 2, respectively, and 3 credits minimum from Track 3), for a total of 24 credits, 18 of which must be upper division. *Track 1 Social Sciences:* ANTH 319, ANTH 451, AREC 460, DM 470A-B, ETST 319, HIST 410, HIST 411, HIST 412, HIST 413, HIST 414, HIST 460, POLS 331, POLS 446, POLS 447, SOC 366; *Track 2 Civilization, History, and Literature of Latin America:* ANTH 319, ANTH 332, ANTH 451, ANTH 452, ART 312, DM 470A-B, ETST 319, HIST 410, HIST 411, HIST 412, HIST 413, HIST 414, LGEN 465A, LSPA 310, LSPA 313, LSPA 335, LSPA 345, LSPA 365, LSPA 435, LSPA 436, LSPA 437, LSPA 441, LSPA 445, LSPA 449, LSPA 452, LSPA 453, LSPA 454, SOC 366; *Track 3 International Studies:* AM 430, AM 460, ANTH 200, ANTH 352, ANTH 415, ANTH 422, ANTH 441, AREC 240, AREC 415, AREC 460, BUS 350, CON 450, ECON 204, ECON 240, ECON 332, ECON 370, ECON 440, ECON 442, ECON 460, FIN 475, GR 320, HIST 462, HIST 463, HIST 470, HIST 471, IE 270, IE 370, IE 450, IE 470, IE 471, INTD 357, INTD 450, JTC 412, MGT 475, MKT 365, NRRT 320, POLS 332, POLS 362, POLS 431, POLS 433, POLS 435, POLS 436, SOC 364, SOC 422, SOC 429, SOC 482A-B, SOWK 450, SPCM 434. If HIST 410, HIST 412, HIST 413, or HIST 414 is used for the history sequence, that course cannot also count as a Track course.

² Select from the list of courses in category 3D of the AUCC.

² Minimum number of elective credits needed to complete the program. To fulfill the 42 upper-division credit minimum, at least 6 elective credits must be upper division.

³ Select an additional minimum of 2 credits from the list of courses in category 1B of the AUCC.

⁴ Select from the list of courses in category 2 of the AUCC.

⁴ Select from the list of courses in category 3A of the AUCC. One course must have a laboratory component.

⁵ Select from the list of courses in category 2 of the AUCC.

⁶ Courses selected here may not count toward the International Studies Major Course Selection requirement.

⁷ Select enough elective credits to bring the program total to 120, of which at least 42 must be upper-division (300- to 400-level).

⁸ To count toward the International Studies Major Course Selection, travel abroad must be to a country or area covered by this concentration.



Major in International Studies Middle East and North African Studies Concentration

Effective Fall 2014

(The entire program is shown. Deletions are in ~~strikeout~~; additions are in underline.)

<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
FRESHMAN			
CO 150 ^P	College Composition	3	1A
GR 100	Introduction to Geography	3	3C

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LARA 105 ^P	First-Year Arabic I	5	
LARA 107 ^P	First-Year Arabic II	5	

Select a minimum of 3 credits from the following:

MATH 117 ^P	College Algebra in Context I	1	1B
MATH 118 ^P	College Algebra in Context II	1	1B
MATH 124 ^P	Logarithmic and Exponential Function	1	1B
MATH 141 ^P	Calculus in Management Sciences	3	1B
MATH 155 ^P	Calculus for Biological Scientists I	4	1B
MATH 160 ^P	Calculus for Physical Scientists I	4	1B
POLS 241	Comparative Government and Politics	3	3E
	Arts and Humanities ¹	63	3B
	Historical Perspectives ²	3	3D
	Mathematics ³	2-4	1B
	TOTAL	<u>31-32</u>	<u>28-30</u>

SOPHOMORE

AREC 202 ^P	Agricultural and Resource Economics	3	3C
	OR		
ECON 202 ^P	Principles of Microeconomics	3	3C
HIST 115	Islamic World to 1800	3	3D
HIST 438 ^P	The Modern Middle East	3	
LARA 200 ^P	Second Year Arabic I	4	
LARA 201 ^P	Second Year Arabic II	4	
	Advanced Writing ⁴	3	2
	Biological and Physical Sciences ^{5,6}	7	3A
	Electives	3	
	TOTAL	<u>30</u>	

JUNIOR

INST 300 ^P	Approaches to International Studies	3	4B
LARA 300 ^P	Third Year Arabic	3	
LARA 301 ^P	Oral Communication—Arabic	3	
	International Studies Major Course Selection	12	
	Track Courses ⁴	18	
	Advanced Writing ⁵	3	2
	Arts and Humanities ¹	3	3B
	Electives	36	
	TOTAL	<u>3330</u>	

SENIOR

INST 492 ^P	Seminar	3	4A, 4C
	International Studies Major Course Selection	12	
	Track courses ⁴	3	
	Electives ⁶	25-26	
	TOTAL	<u>18-20</u>	
		<u>31-32</u>	
		<u>30-32</u>	

International Studies Major Course Selection

Students must select a minimum total of 24 credits, 18 of which must be upper-division (300- to 400-level), from at least three subject codes, from the following groups of courses. Select at least 6 credits from 1. History and Politics of the Middle East and North Africa; at least 6 credits from 2. Thought and Cultures of the Middle East and North Africa; and at least 3 credits from 3. International Studies. Select an additional minimum of 9 credits from among the three groups to bring the total to 24.

1. History and Politics of the Middle East and North Africa

Select a minimum of 6 credits from the following:

HIST 303 ^P	Hellenistic World: Alexander to Cleopatra	3
HIST 421 ^P	Africa: Colonialism to Independence*	3
HIST 422 ^P	Modern Africa*	3

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HIST 431 ^P	<u>Ancient Israel</u>	<u>3</u>	
HIST 432 ^P	<u>Sacred History in the Bible and the Qur'an</u>	<u>3</u>	
HIST 433 ^P	<u>Muhammad and the Origins of Islam</u>	<u>3</u>	
HIST 435 ^P	<u>Jihad and Reform in Islamic History</u>	<u>3</u>	
HIST 469 ^P	<u>The Crusades</u>	<u>3</u>	
HIST 532 ^P	<u>Reading Seminar—Middle East*</u>	<u>3</u>	
POLS 449 ^P	<u>Middle East Politics</u>	<u>3</u>	
<hr/>			
2. Thought and Cultures of the Middle East and North Africa			
<i>Select a minimum of 6 credits from the following:</i>			
LARA 250	<u>Arabic Language, Literature, Culture in Translation</u>	<u>3</u>	<u>3B</u>
LGEN 465D	<u>Studies in Foreign Film: Africa</u>	<u>3</u>	
PHIL 171	<u>Religions of the West</u>	<u>3</u>	
PHIL 335	<u>Islam: Cosmology and Practice</u>	<u>3</u>	
PHIL 379 ^P	<u>Mysticism East and West*</u>	<u>3</u>	
PHIL 455 ^P	<u>Islamic Philosophy</u>	<u>3</u>	
<hr/>			
3. International Studies			
<i>Select a minimum of 3 credits from the following:</i>			
AGRI 270/	<u>World Interdependence—Population and Food</u>	<u>3</u>	<u>3E</u>
IE 270			
AM 430 ^P	<u>International Retailing*</u>	<u>3</u>	
AM 460	<u>Historic Textiles</u>	<u>3</u>	
ANTH 200	<u>Cultures and the Global System</u>	<u>3</u>	<u>3E</u>
ANTH 352 ^P	<u>Geoarchaeology*</u>	<u>3</u>	
ANTH 415	<u>Indigenous Ecologies and the Modern World</u>	<u>3</u>	
ANTH 422 ^P /	<u>Comparative Legal Systems*</u>	<u>3</u>	
SOC 422 ^P			
ANTH 441 ^P	<u>Method in Cultural Anthropology*</u>	<u>3</u>	
ANTH 479 ^P /	<u>International Development Theory and Practice</u>	<u>3</u>	
IE 479 ^P			
AREC 240/	<u>Issues in Environmental Economics</u>	<u>3</u>	<u>3C</u>
ECON 240			
AREC 415 ^P	<u>International Agricultural Trade*</u>	<u>3</u>	
AREC 460 ^P	<u>Ag- and Resource-Based Economic Development*</u>	<u>3</u>	
BUS 350 ^P	<u>Travel Abroad—International Comparative Management*</u>	<u>3</u>	
CON 450/	<u>Travel Abroad—Sustainable Building</u>	<u>3</u>	
INTD 450			
ECON 204 ^P	<u>Principles of Macroeconomics</u>	<u>3</u>	<u>3C</u>
ECON 332 ^P /	<u>International Political Economy*</u>	<u>3</u>	
POLS 332 ^P			
ECON 370 ^P	<u>Comparative Economic Systems</u>	<u>3</u>	
ECON 440 ^P	<u>International Economics I*</u>	<u>3</u>	
ECON 442 ^P	<u>International Economics II*</u>	<u>3</u>	
ECON 460 ^P	<u>Economic Development*</u>	<u>3</u>	
FIN 475 ^P	<u>International Business Finance*</u>	<u>3</u>	
GR 320 ^P	<u>Cultural Geography</u>	<u>3</u>	
HIST 462 ^P	<u>Themes in World History</u>	<u>3</u>	
HIST 463 ^P	<u>Science and Technology in Modern History*</u>	<u>3</u>	
HIST 470 ^P	<u>World Environmental History, 1500-Present*</u>	<u>3</u>	
HIST 471 ^P	<u>History of Antarctica, 1800-Present*</u>	<u>3</u>	
IE 179	<u>Globalization: Exploring Our Global Village</u>	<u>3</u>	<u>3E</u>
IE 370	<u>Model United Nations</u>	<u>3</u>	<u>3E</u>
IE 450/	<u>International Social Welfare and Development</u>	<u>3</u>	
SOWK 450			
IE 470	<u>Women and Development</u>	<u>3</u>	
IE 471	<u>Children and Youth in Global Context</u>	<u>3</u>	
IE 472 ^P	<u>Education for Global Peace</u>	<u>3</u>	

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JTC 412	International Mass Communication	3
MGT 475 ^p	International Business Management*	3
MKT 365 ^p	International Marketing*	3
NRRT 320	International Issues—Recreation and Tourism	3
POLS 362 ^p	Global Environmental Politics	3
POLS 431 ^p	International Law*	3
POLS 433 ^p	International Organization*	3
POLS 435 ^p	United States Foreign Policy*	3
POLS 436 ^p	Comparative Foreign Policy*	3
POLS 437	International Security	3
SOC 364 ^p	Agriculture and Global Society*	3
SOC 429 ^p	Comparative Urban Studies*	3
SOC 482A-B ^p	Travel Abroad ⁷	3
SPCM 434 ^p	Intercultural Communication	3

PROGRAM TOTAL = 120 credits

^p This course has at least one prerequisite. Check the Courses of Instruction section of the catalog at <http://catalog.colostate.edu/> to see the course prerequisites.

* Additional coursework may be required due to prerequisites.

¹ Select from the list of courses in category 3B of the All-University Core Curriculum (AUCC), except L*** 200 and L*** 201.

² Select from the list of courses in category 3D of the AUCC.

³ Select an additional minimum of 2 credits from the list of courses in category 1B of the AUCC.

⁴ Select from the list of courses in category 2 of the AUCC.

⁵ Select from the list of courses in category 3A of the AUCC. One course must have a laboratory component.

⁴ Three different subject codes (6 credits minimum from Track 1 and Track 2, respectively, and 3 credits minimum from Track 3), for a total of 24 credits, 18 of which must be upper division. *Track 1—History and Politics of the Middle East/North Africa:* HIST 303, HIST 308, HIST 421, HIST 422, HIST 430, HIST 431, HIST 432, HIST 433, HIST 435, HIST 438, HIST 468, HIST 469, POLS 449; *Track 2—Religion and Culture of the Middle East/North Africa:* LARA 250, PHIL 171, PHIL 173, PHIL 335, PHIL 379, PHIL 455; *Track 3—International Studies:* AM 430, AM 460, ANTH 200, ANTH 352, ANTH 415, ANTH 422, ANTH 441, AREC 240, AREC 415, AREC 460, BUS 350, CON 450, ECON 204, ECON 240, ECON 332, ECON 370, ECON 440, ECON 442, ECON 460, FIN 475, GR 320, HIST 462, HIST 463, HIST 470, HIST 471, IE 270, IE 370, IE 450, IE 470, IE 471, INTD 450, JTC 412, MGT 475, MKT 365, NRRT 320, POLS 332, POLS 362, POLS 431, POLS 433, POLS 435, POLS 436, SOC 364, SOC 422, SOC 429, SOC 482A-B, SOWK 450, SPCM 434.

⁵ Select from the list of courses in category 2 of the AUCC.

⁶ Select enough elective credits to bring program total to a minimum of 120 credits, of which at least 42 must be upper-division (300- to 400-level).

⁷ To count toward the International Studies Major Course Selection, travel abroad must be to a country or area covered by this concentration.



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College of Liberal Arts
 Department of Journalism and Technical Communication
 Major in Journalism and ~~Technical~~ Media Communication

Effective Fall 2014

(The entire program is shown. Deletions are in ~~strikeout~~; additions are in underline.)

All majors in the department must earn a minimum grade of C (a grade of C- is not acceptable) in each course that carries a JTC prefix.

<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
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**ASSOCIATION FOR EDUCATION IN JOURNALISM AND MASS COMMUNICATION
 ACCREDITATION REQUIREMENTS**

Majors in Journalism and ~~Technical~~ Media Communication must take a minimum of 40 credits of JTC courses and a minimum of 72 credits outside of JTC.

Of the 72 credits outside of JTC, 21 must meet one of the following Second Field criteria with approval of advisor: ¹

- 1) a Minor;
- 2) an Interdisciplinary Minor;
- 3) 21 credits in one subject code;
- 4) 9 credits from one subject code and 12 credits from a second subject code;
- 5) a selection of 21 credits comprising a Second Field developed by the student and the advisor.

Courses taken outside of the department may include AUCC courses, Minor or Second Field courses, or any other out-of-department (non-JTC) courses used to complete the major as approved by advisor.

The 40 JTC required credits include 21 credits specified in the curriculum below plus 19 credits of directed electives to create an individualized focus area from the following 4 categories (Writing, Production, Internship/Practicum, Additional credits).

DIRECTED ELECTIVES for INDIVIDUALIZED FOCUS AREA

Over the sophomore, junior, and senior years, students must complete a minimum of 19 credits in an individually designed focus area. Students must select those 19 credits from among the following categories and courses in consultation with advisor, as follows:

Writing

Select at least six credits (two courses) from the following:

JTC	310 ^P	Copy Editing	3
JTC	320 ^P	Reporting	3
JTC	328 ^P	Feature Writing	3
JTC	341 ^P	Broadcast News	3
JTC	342 ^P	Writing for Specialized Electronic Media	3
JTC	351 ^P	Public Relations Practices	3
JTC	355	Advertising	3
JTC	356 ^P	Advertising Creativity and Copywriting	3
JTC	361 ^P	Writing for Specialized Magazines	3

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<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
JTC 365 ^P	Computer Mediated Communication Foundations	3	4A
JTC 420 ^P	Advanced Reporting	3	4A, 4C
JTC 461 ^P	Writing About Science, Health, and Environment	3	
JTC 464 ^P	Technical Communication	3	
JTC 465 ^P	Specialized and Technical Editing	3	4A, 4C
Production			
<i>Select at least six credits (two courses) from the following:</i>			
JTC 335 ^P	Digital Photography	3	
JTC 340 ^P	Digital Video Editing	3	
JTC 343 ^P	Advanced Television News Production	3	
JTC 345 ^P	Electronic Field Production	3	
JTC 353 ^P	Communications Campaigns	3	
JTC 358 ^P	Advertising Media Buying and Selling	3	
JTC 371 ^P	Publications Design and Production	3	
JTC 372 ^P	Web Design and Management	3	
JTC 373 ^P	Digital Promotion Management	3	
JTC 433 ^P	Advanced Video Editing	3	
JTC 435 ^P	Documentary Video Production	3	
JTC 440 ^P	Advanced Electronic Media Production	3	4A, 4C
JTC 450 ^P	Public Relations Cases	3	4A, 4C
JTC 468 ^P	Convergence and Hypermedia	3	4C
Internship/Practicum¹			
<i>Select a minimum of 1 credit (a maximum of 4 credits) from the following:</i>			
JTC 386	Practicum	1	
JTC 487 ^P	Internship	1	
Additional Credits³			
<i>Select six additional credits from the courses listed above under Writing, Production, Internship/Practicum, and Concept Courses, and/or from JTC 350, JTC 355, JTC 484, JTC 490, JTC 495A-G, or JTC 496. Students may select no more than a total of 4 credits of Internship/Practicum, and no more than a total of 7 credits of reserved number (-80 to -99) courses to satisfy this requirement.</i>			
Additional Credits		6	

FRESHMAN

CO 150 ^P	College Composition	3	1A
JTC 100	Media in Society	3	3C
	Arts and Humanities ⁴	6	3B
	Biological and Physical Sciences ⁵	7	3A
	Global and Cultural Awareness ⁶	3	3E
	Historical Perspectives ⁷	3	3D
	Mathematics ⁸	3	1B
	Electives	2	
	TOTAL	30	

SOPHOMORE

JTC 210 ^P	Newsriting	3	
JTC 211 ^P	Computer Mediated Visual Communication	3	
STAT 201 ^P	General Statistics	3	
OR			
	Statistics ⁹	3	
	Individualized Focus Area and/or Second Field courses ¹⁰	15	
	Advanced Writing ¹¹	3	2
	Social and Behavioral Sciences ¹²	3	3C

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<u>Course</u>	<u>Title</u>	<u>Cr</u>	<u>AUCC</u>
TOTAL		30	
JUNIOR			
<i>Select one course from the following to fulfill the Concept</i>			
<i>Course requirement:</i>			
JTC 311	History of Media	3	
JTC 316/ ETST 316	Multiculturalism and the Media	3	
JTC 411	Media Ethics and Issues	3	4A, 4B
JTC 412	International Mass Communication	3	
JTC 413	New Communication Technologies and Society	3	4A, 4B
JTC 414	Media Effects	3	
JTC 415	Communications Law	3	4A, 4B
JTC 456 ^P / LB 456 ^P	Documentary Film as a Liberal Art	3	
JTC 471 ^P	Communication Research Methods	3	
JTC 326 ^P	Online Writing and Information	3	
	Individualized Focus Area and/or Second Field courses ¹⁰	15	
	Out-of-department courses ¹³	9	
TOTAL		30	
SENIOR¹³			
JTC 411	Media Ethics and Issues ¹⁴	3	4A, 4B
OR			
JTC 415	Communications Law ¹⁴	3	4A, 4B
JTC 460 ^P	Media Development ¹⁵	3	4C
	Individualized Focus Area and/or Second Field courses ¹⁰	10	
	Out-of-department courses ¹³	14	
TOTAL		30	
PROGRAM TOTAL = 120 credits			

^P This course has at least one prerequisite. Check the Courses of Instruction section of the catalog at <http://catalog.colostate.edu/> to see the course prerequisites.

¹ Of the 21 credits required for the Second Field, 12 must be upper division and none may be from JTC.

² With approval of department and advisor, students may substitute a 400-level Journalism and Technical Communication study abroad course for 1 credit of the Internship/Practicum requirement and up to 3 credits of the Additional Credits requirement, for a maximum total of 4 credits for study abroad.

³ High-achieving students, with approval of advisor, may select JTC 535, Electronic Media Regulation and Policy, or JTC 544, Corporate and Institutional Media Production, to satisfy 3 credits of the Additional Credit requirement.

⁴ Select two courses from the list of courses in category 3B of the All-University Core Curriculum (AUCC). Only 3 of the 6 credits required for Arts and Humanities may come from intermediate (L*** 200 and L***201) foreign language courses.

⁵ Select a total of seven credits from the list of courses in category 3A of the AUCC, including one laboratory course.

⁶ Select three credits from the list of courses in category 3E of the AUCC.

⁷ Select three credits from the list of courses in category 3D of the AUCC.

⁸ Select three credits from the list of courses in category 1B in the AUCC.

⁹ Select a three-credit statistics course offered by any department, with approval of advisor.

¹⁰ Select a minimum of 19 credits of Focus Area courses and 21 credits of Second Field courses over the sophomore, junior, and senior years, in consultation with advisor.

¹¹ Select 3 credits other than JTC 300 from the list of courses in category 2 of the AUCC.

¹² Select 3 credits other than JTC 100 from the list of courses in category 3C of the AUCC. Students in this major must take 3 credits of Social and Behavioral Sciences other than JTC 100, which is required in the freshman year.

¹³ Of the 23 credits required for out-of-department courses in the junior and senior years, a minimum of 5 credits must be upper division.

¹⁴ If either JTC 411 or JTC 415 was taken as a Concept Course in the junior year, select the remaining course here. High-achieving students, with approval of advisor, may select JTC 535 as an alternative here, providing they have completed or will complete the AUCC category 4B requirement with another course.

¹⁵ Students enrolled in the university prior to Fall 2011 may substitute JTC 420, JTC 440, JTC 450, JTC 465, or JTC 468 for their category 4C capstone course, in consultation with advisor.



College of Natural Sciences
Master of Natural Sciences Education (Plan C)

Effective Fall 2014

(The entire program is shown. Deletions are in ~~strikeout~~; additions are in underline.)

<u>Course</u>	<u>Title</u>	<u>Cr</u>
Option 1:		
Education Courses		
EDRM 602 ^P	Action Research ¹	3
EDUC 619 ^P	Curriculum Development ¹	3
EDUC 660	Advanced Methods—Science and Math Instruction	3
	TOTAL	<u>9</u>
Natural Science Courses		
<i>Select at least <u>18-15</u> credits from the following:</i>		
NSCI 619 ^P	Physics for Science Educators ¹	3
NSCI 620 ^P	Chemistry for Science Educators ¹	3
NSCI 630 ^P	Spectroscopy for Science Educators ¹	3
NSCI 640 ^P	Energetics for Science Educators ¹	3
NSCI 650 ^P	Pollution and Environmental Biology for Educators ¹	3
NSCI 660 ^P	Evolutionary Biology for Educators ¹	3
STAT 511 ^P	Design and Data Analysis for Researchers	4
	TOTAL	<u>18-19</u>
Research		
NSCI 698	Research Experience in Natural Sciences²	<u>7</u>
	TOTAL	<u>7</u>
Independent Study		
NSCI 695 ^P	Independent Study for the MNSE ³	3
	TOTAL	<u>3</u>
PROGRAM TOTAL = <u>30-31</u>34-35 credits		
Option 2:		
Education Courses		
EDRM 602 ^P	Action Research ¹	3
EDUC 619 ^P	Curriculum Development ¹	3
EDUC 660	Advanced Methods—Science and Math Instruction	3
	TOTAL	<u>9</u>
Natural Science Courses		
<i>Select at least 15 credits from the following:</i>		
NSCI 619 ^P	Physics for Science Educators ¹	3
NSCI 620 ^P	Chemistry for Science Educators ¹	3
NSCI 630 ^P	Spectroscopy for Science Educators ¹	3
NSCI 640 ^P	Energetics for Science Educators ¹	3
NSCI 650 ^P	Pollution and Environmental Biology for Educators ¹	3
NSCI 660 ^P	Evolutionary Biology for Educators ¹	3
STAT 511 ^P	Design and Data Analysis for Researchers	4

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<u>Course</u>	<u>Title</u>	<u>Cr</u>
	TOTAL	15-16
Research		
NSCI 698 ^P	Research Experience in Natural Sciences ²	76
	TOTAL	76
Independent Study		
NSCI 695 ^P	Independent Study for the MNSE ³	3
	TOTAL	3
PROGRAM TOTAL = <u>30-31-34-35 credits</u>		

^P This course has at least one prerequisite. Check the Courses of Instruction section of the catalog or <http://catalog.colostate.edu/front/courses-of-instruction.aspx> to see the course prerequisites.

¹ Offered only as an online or blended course.

² Requires residency on campus for the 8-week summer session at full time (8 weeks x 40 hours/week = 320 hours). Requires registration for a 6-week summer session at full time. Students will complete the research experience requirement in the summer after their first year they are enrolled in the Program. Instructors are graduate student advisors who hold regular faculty appointments in the Departments of Biology, Chemistry, or Physics.

³ The independent study requires enrollment in the summer session after completing the program's course and research requirements. It involves weekly meetings of the student with her/his research advisor, but does not require full-time residency on campus.



Minor in Military Science

Effective Spring 2015

(The entire program is shown. Deletions are in ~~strikeout~~; additions are in underline.)

In order to receive a minor in Military Science, students must commission as 2nd Lieutenants in the U.S. Army upon graduation from CSU.

<u>Course</u>	<u>Title</u>	<u>Cr</u>
LOWER DIVISION		
	<i>Select 8 credits from the following:</i>	
MLSC 101	Leadership and Personal Development	2
MLSC 102	Introduction to Tactical Leadership	2
MLSC 201	Innovative Team Leadership	2
MLSC 202	Foundations of Tactical Leadership	2
MLSC 250	Basic Camp Leader Internship ^{1, 2}	2-8
MLSC 295	Independent Study	1-2
	Credit awarded for prior military service ³	2-8
	TOTAL	8

UPPER DIVISION

	<i>Select a minimum of 3 credits from the following:</i>	
HIST 339^P	World War II in Europe⁴	3
HIST 345^P	Civil War Era⁴	3
MLSC 357^P	The American Military Experience*	3
HIST 357^P		
HIST 464^P	Pacific Wars: Philippines WWII⁴	3
HIST 465^P	Pacific Wars: Korea and Vietnam⁴	3
	<i>Select a minimum of 11 credits without corequisites from the following:</i>	
MLSC 301 ^P	Adaptive Tactical Leadership ⁵	3

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<u>Course</u>	<u>Title</u>	<u>Cr</u>
MLSC 302 ^P	Leadership in Changing Environments ^{4,6}	3
MLSC 357 ^P	The American Military Experience*	3
HIST 357 ^P		
MLSC 396 ^P	Military Science Group Study V	1
MLSC 397 ^P	Military Science Group Study VI	1
MLSC 386 ^P	Advanced Camp Practicum ^{4,7}	8
MLSC 395	Independent Study	1-3
MLSC 401 ^P	Developing Adaptive Leaders ⁵	3
MLSC 402 ^P	Leadership in a Complex World ⁵	23
MLSC 495	Independent Study ⁸	1-3
MLSC 496 ^P	Military Science Group Study VII	1
MLSC 497 ^P	Military Science Group Study VII	1
TOTAL		1419

PROGRAM TOTAL = 22-27 credits without corequisites and prerequisites

^P This course has at least one prerequisite. Check the Courses of Instruction section of the catalog or <http://catalog.colostate.edu/> to see the course prerequisites.

* Additional course work may be required because of prerequisites.

¹ Taken between the student's sophomore and junior years, the five-week Basic Camp (MLSC 250) will meet commissioning requirements for MLSC 101, MLSC 102, MLSC 201, MLSC 202. The number of 100- and 200-level MLSC courses taken will determine the number of credits awarded for MLSC 250.

² Students who have taken all of the Basic Course (MLSC 101, MLSC 102, MLSC 201, MLSC 202) or have completed Basic Training as a prior service member are not eligible to take MLSC 250.

³ Students may be given transfer credit for prior military service that can be applied to lower division credits.

⁴ Additional course work may be required because of prerequisites/corequisites.

⁵ Students must take MLSC 396, Military Science Group Study V, for one credit, as a corequisite to MLSC 301.

⁶ Students must take MLSC 397, Military Science Group Study VI, for one credit, as a corequisite to MLSC 302.

⁷ Attendance at the five-week Army ROTC Advanced Camp (MLSC 386) is normally the summer between the junior and senior years.

⁸ Students may substitute MLSC 395 for MLSC 301 and MLSC 302 with approval from advisor and instructor.

⁹ Students may substitute MLSC 495 for MLSC 401 and MLSC 402 with approval from advisor and instructor.



**College of Liberal Arts
 Department of Ethnic Studies
 Women's Studies Interdisciplinary Minor**

Effective Spring 2015

(The entire program is shown. Deletions are in ~~strikeout~~; additions are in underline.)

<u>Course</u>	<u>Title</u>	<u>Cr</u>
Core Courses		
ETST 405	Ethnicity, Class, and Gender in the U.S.	3
WS 200	Introduction to Women's Studies	3
WS 472 ^P	Seminar in Women's Studies	3
TOTAL		9
Intersectionality of Race, Sexuality and Gender¹		
<i>Select one of the following courses:</i>		
ANTH 338 ^P	Gender and Anthropology	3
ETST 254	La Chicana in Society	3
ETST 300	Queer Studies and Women of Color	3

<u>Course</u>	<u>Title</u>	<u>Cr</u>
ETST 352/ SOWK 352	Indigenous Women, Children and Tribes	3
ETST 411	<u>Black Feminism(s)</u>	<u>3</u>
ETST 413	<u>Queer Creative Expressions</u>	<u>3</u>
TOTAL		3
Elective Courses¹		
<i>Select 9 credits from the following courses:</i>		
ANTH 338 ^P	Gender and Anthropology	3
ANTH 520 ^P	Women, Health and Culture	3
AM 550 ^P	Appearance, Self, and Society	3
E 330	Gender in World Literature	3
E 331 ^P	<u>Early Women Writers*</u>	<u>3</u>
E 332	Modern Women Writers	3
ECON 211	Gender in the Economy	3
ETST 254	La Chicana in Society	3
ETST 300	<u>Queer Studies and Women of Color</u>	<u>3</u>
ETST 411	<u>Black Feminism(s)</u>	<u>3</u>
ETST 413	<u>Queer Creative Expressions</u>	<u>3</u>
ETST 352/ SOWK 352	Indigenous Women, Children and Tribes	3
HIST 320 ^P	Women and Gender in Europe 1450- 1789	3
HIST 358 ^P	American Women's History to 1800	3
HIST 359 ^P	American Women's History Since 1800	3
IE 470	Women and Development	3
PHIL 353	Feminist Philosophies	3
PSY 327 ^P	Psychological Perspective on Female Experience	3
PSY 437	Psychology of Gender	3
SOC 450 ^P	<u>Gender, Crime, and Criminal Justice*</u>	<u>3</u>
SPCM 335	Gender and Communication	3
WS 397	Group Study	3
WS 495	Independent Study	1-3
TOTAL		9

PROGRAM TOTAL = 21 credits (minimum of 12 upper division)

^P This course has at least one prerequisite. Check the Courses of Instruction section of the catalog at <http://catalog.colostate.edu/> to see the course prerequisites.

* Additional coursework may be needed due to prerequisites.

¹ Courses may not be used to satisfy both the "Intersectionality of Race, Sexuality, and Gender" and the "Elective Courses" categories. At least 6 of the 12 credits required for these course selections must be upper-division (300- to 400-level).

Request to Add a Concentration in Addictions Counseling

A request by the Department of Psychology to add a new concentration in Addictions Counseling to the major in Psychology (B.S. degree) was approved. The recommended effective date, subject to approval by Faculty Council, is Spring Semester 2015.

Request to Change the Name of the Major in Journalism and Technical Communication

A request by the Department of Journalism and Technical Communication to change the name of the major in Journalism and Technical Communication to Journalism and Media Communication was approved. The

recommended effective date, subject to special action by Faculty Council, and approval by the Board of Governors and CCHE, is Fall Semester 2014.

Request to Change the Name of the Educational Leadership, Renewal, and Change Specialization

A request by the School of Education to change the name of the Educational Leadership, Renewal, and Change specialization in the Master of Education and Human Resources Studies (M.Ed. degree program) to Education Sciences was approved. The recommended effective date, subject to approval by Faculty Council, is Fall Semester 2014.

Request to Add a New Leadership, Entrepreneurship, Arts Advocacy and the Public, (LEAP), Institute for the Arts Special Academic Unit

A request by the Director of the Leadership, Entrepreneurship, Arts Advocacy and the Public, (LEAP), Institute for the Arts to establish a new special academic unit called the Leadership, Entrepreneurship, Arts Advocacy and the Public, (LEAP), Institute for the Arts which will house the Master in Arts Leadership and Administration, plan C and minor in Arts Leadership and Administration was approved. The recommended effective date, subject to special action by Faculty Council and approval by the Board of Governors, is July 1, 2014.

Request to Add a New School of Global Environmental Sustainability (SoGES) Special Academic Unit

A request by the Director of the School of Global Environmental Sustainability (SoGES) to establish a new special academic unit called the School of Global Environmental Sustainability (SoGES) which will house the Global Environmental Sustainability Interdisciplinary Minor was approved. The recommended effective date, subject to special action by Faculty Council and approval by the Board of Governors, is July 1, 2014.

Request to Change the Name of the Department of Journalism and Technical Communication

A request by the Department of Journalism and Technical Communication to change the name of the department to Journalism and Media Communication was approved. The recommendation to change the name will be forwarded to the Committee on Faculty Governance for consideration.

The meeting adjourned at 3:35 p.m.

(FC) 4/18/14

Carole Makela, Chair
Tom Hoehn, Secretary

MEMORANDUM

Date: April 2, 2014

To: Tim Gallagher, Chair
Executive Committee and Faculty Council

From: Carole J. Makela, Chair
University Curriculum Committee

Subject: Revised College Board Advanced Placement Credit Catalog Language

The University Curriculum Committee moves Faculty Council revise Section 1.3 of the Catalog for the College Board Advanced Placement Program to include lower division credit for the AP Capstone Seminar and/or the Capstone Research Project. The Catalog copy change was approved by UCC, February 28, 2014.

A request to revise Advanced Placement language for the AP Capstone in the *College Board Advanced Placement Program* section 1.3 in the 2014-2015 General Catalog as approved.

New Catalog Copy

The College Board Advanced Placement Program

The Advanced Placement Tests administered by The College Board are used by the University to award credit and advanced placement in any of several fields in which a student may have participated in high school. Lower division credit (100-200) awarded is treated as transfer credit without a grade but is counted toward graduation and may be used in fulfilling specific lower division curriculum requirements.

The academic department responsible for the course in which test credit is granted will have determined what lower division equivalency will be awarded. Department decisions are considered the final determination of equivalency for the specific examination. Therefore, a request for re-evaluation or an appeal of the will not be considered or accepted.

Lower division (100-200) credit is granted for scores of four (4) or five (5) on the Advanced Placement Tests in government and politics, biology, computer science, English, environmental science, and human geography. Lower division (100-200) credit is granted for scores of three (3) or higher in art, chemistry, Chinese, economics, French, German, history, Italian, Japanese, Latin, mathematics, music, physics, psychology, Spanish, and statistics. Scores of one and two are not granted credit.

Generic credit (no discipline identified) will be granted for the AP Capstone Seminar and/or the AP Capstone Research Project when a minimum score of four (4) is earned. The AP Capstone Seminar and the AP Capstone Research components may be re-evaluated by the teaching department in which the Seminar and Capstone most closely align for consideration of a direct equivalency of lower division credit. The department's evaluation will be the final determination.

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Go to the Registrar's website at registrar.colostate.edu/students/transfer/index.aspx and select "Advanced Placement (AP) Exam Equivalencies" for a complete table indicating the courses for which credit is awarded.

Rationale:

Based on the type of experience and exam of the AP Capstone Seminar and/or the AP Capstone Research Project, these would most likely transfer to CSU as generic elective credits (lower division). The student would need to provide detailed information regarding their study path and curriculum to have these considered for re-evaluation by the teaching department.

Previous 2013-2014 Catalog Copy

The College Board Advanced Placement Program

The Advanced Placement Tests administered by The College Board are used by the University to award credit and advanced placement in any of several fields in which a student may have participated in high school. Credit awarded is treated as transfer credit without a grade but is counted toward graduation and may be used in fulfilling specific curriculum requirements.

The academic department responsible for the course in which test credit is granted determines what equivalency will be awarded. Re-evaluation or appeal of this decision is not applicable as it is the final determination of the department how an equivalency for an exam will apply. Credit is granted for scores of four or five on the Advanced Placement Tests in government and politics, biology, computer science, English, environmental science, and human geography. Credit is granted in art, chemistry, Chinese, economics, French, German, history, Italian, Japanese, Latin, mathematics, music, physics, psychology, Spanish, and statistics for scores of three or higher. Scores of one and two are not granted credit.

Go to the Registrar's website at registrar.colostate.edu/students/transfer/index.aspx and select "Advanced Placement (AP) Exam Equivalencies" for a complete table indicating those courses for which credit is awarded.

Enclosure

xc Carole Makela

Date: April 11th, 2014
 To: Tim Gallagher, Chair Faculty Council
 From: Eric Prince, Chair
 Committee on University Programs
 Subject: Proposed Revisions to Sections B.2.6.2 and B.2.6.5 of the Manual

The Committee on University Programs MOVES that Sections B.2.6.2 and B.2.6.5 OF THE ACADEMIC FACULTY AND ADMINISTRATIVE PROFESSIONAL MANUAL BE REVISED AS FOLLOWS:

Please note the language: additions are underlined.

B.2.6 University Centers, Institutes, and Other Special Units *(last revised June 21, 2011)*

Centers, Institutes, and Other Special Units (hereinafter referred to as "CIOSUs") exist to promote teaching or research, provide academic support services, and/or perform service or outreach functions consistent with the mission of the University. The enhancement of undergraduate and graduate education is an important function of CIOSUs. However, CIOSUs do not have faculty positions that exist outside regular academic departments.

B.2.6.1 Definitions

The CIOSUs are units which extend beyond a single academic department. These units may be labeled "Center," "Institute," "Office," "Facility," "Program," or "Laboratory," but other labels may also be used as appropriate. A unit which is completely contained within a single academic department does not need to apply for CIOSU status as long as it indicates its departmental affiliation whenever its title is used.

B.2.6.2 Procedures for Approval of CIOSUs *(last revised June 23, 2010)*

Procedures for approval are intended to facilitate the establishment of appropriate CIOSUs and to avoid the creation of programs that unnecessarily duplicate existing programs. Faculty members shall submit a proposal for the establishment of a CIOSU to their department head(s) and dean(s) for initial review and signature.

Administrative approval for a proposed CIOSU rests with the Overseeing Administrator, who may be the appropriate department head, dean, provost or vice president. It is important that the Overseeing Administrator be clearly identified and recorded as such on the CIOSU application form along with the required signature.

The proposal shall then be forwarded to the Office of Faculty Council, which shall forward a copy of the proposal to the Provost. The Provost shall act as or assign the Responsible Administrator for the proposed CIOSU based on its primary mission. The Responsible Administrator shall then review the proposal. If the Responsible Administrator endorses the proposal, the Office of Faculty Council shall then forward the proposal to the appropriate standing committee(s). If the standing committee(s) approve the proposal, then the Chair of Faculty Council shall forward this approval to the Responsible Administrator. The Faculty Council Executive Committee may act for the standing committee(s) during the summer. The final decision on approval of the CIOSU shall be made by the Responsible Administrator.

B.2.6.5 Procedures for Periodic Evaluation of CIOSUs

a. Biennial Reports

The Administrative Director of each CIOSU shall submit a brief biennial report of its activities and accomplishments to the Overseeing Administrator and the Responsible Administrator. Copies of all biennial reports shall be deposited in the Office of the VPR, who shall be responsible for maintaining an updated list of all CIOSUs.

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These reports shall include each of the following:

1. A list of current CIOSU faculty members and other personnel;
 2. A brief description of the activities, services, or research performed, as related to the function/mission of the CIOSU in the past twenty-four (24) months;
 3. A budget summary for the previous twenty-four (24) months;
 4. A brief list of accomplishments and contributions, such as grants and contracts, refereed and non-refereed publications, and effects on teaching and outreach in the past twenty-four (24) months;
 5. Plans for the next twenty-four (24) months.
- b. After receiving the report, the Overseeing Administrator shall recommend one (1) of three (3) possible courses of action to the Committee on University Programs:
1. Continue the CIOSU with a recommendation either to reappoint the Administrative Director or to appoint a new Administrative Director, and with suggested changes (if any) in the mission, goals, objectives, and/or organization of the CIOSU.
 2. Consolidate with existing CIOSUs with similar missions and goals. This recommendation shall require submission and approval of a new proposal for the consolidated unit.
 3. Terminate the CIOSU. If there is loss of funding or key faculty members, or the CIOSU is otherwise deemed to be no longer appropriate, the recommendation may be made to eliminate the CIOSU.
- c. If the Committee on University Programs finds the biennial report of a CIOSU under review incomplete or deficient in any significant way (as to the criteria listed under B.2.6.5 a.) or without the requisite recommendation and signature of its Overseeing Administrator it may further recommend that the CIOSU in question be discontinued as a university listed CIOSU. In this event the chair of the committee on university programs, in consultation with the Responsible Administrator, shall communicate the outcome in writing to the CIOSU director/s and the Overseeing Administrator, and invite a resubmission of the report or acceptance of its recommendation, with reference to the policies and procedures for CIOSUs oversight and review (B.2.6.3).

The Committee on University Programs shall report its recommendation to Faculty Council. After action by Faculty Council, the final recommendation for action shall be reported to the Responsible Administrator, who shall then decide what action to take.

RATIONALE FOR THE REVISIONS:

These revisions were approved by the Committee on University Programs as a response to the recommendations of the CSU System internal Audit of "Centers, Institutes, and Other Special Units" conducted from 2013-14. The scope of the audit was to:

- 1 Determine if controls for identifying CIOSUs are adequate
- 2 Determine if controls for overseeing CIOSUs are adequate
- 3 Determine if CIOSUs are in compliance with university policies and procedures.

The Committee on University Programs believes these revisions effectively address the audit recommendations.

MEMORANDUM

Date: April 10, 2014

To: Tim Gallagher, Chair
Executive Committee and Faculty Council

From: Carole J. Makela, Chair
University Curriculum Committee

Subject: Undergraduate Certificates

The University Curriculum Committee moves Faculty Council approve the Undergraduate Certificates policy and include it in Section 2.1 of the General Catalog. The policy was approved by UCC, March 28, 2014.

A request to add Undergraduate Certificates to section 2.1 in the 2014-2015 General Catalog as approved.

New Catalog Copy

Undergraduate Certificates

Undergraduate Certificates are optional and are offered by certain departments. An undergraduate certificate consists of a minimum of 9 specified credits, and not more than 15 credits. A minimum of 9 credits must be course work at the upper-division level (300-400). A student must earn a cumulative GPA of 2.000 or better in the courses required in the Undergraduate Certificate.

An Undergraduate Certificate may include courses from one or more departments. For certificates involving courses from two or more departments, the coordinating department is indicated in the List of Undergraduate Certificates.

Students must apply for and complete the certificate requirements while enrolled in their baccalaureate degree. Undergraduate certificates by title are noted on the student's academic record (transcript) at the time of degree conferral. The certificate title is not noted on the diploma.

Rationale:

A certificate is a directed academic qualification used to identify the successful completion of a focused area of study deemed important to a student's career objectives. The transcribed Undergraduate Certificate focuses on a specific group of courses that enhance the student experience which are not available in the student's major, concentration, minor or interdisciplinary minor.

The certificate credential consists of a minimum 9 credits and a maximum of 15 credits. At least 9 credits must be upper-division courses and students must earn a cumulative GPA of 2.000 or better in the courses required in the Undergraduate Certificate to receive the credential.

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In order to prevent transcript inflation, the proposing unit will need to indicate what majors, concentrations, minors and interdisciplinary minors may not be eligible to apply for the certificate. Students must apply for and complete the certificate requirements while enrolled in their baccalaureate degree. The certificate is awarded at the time of degree conferral

xc Carole Makela

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April 14, 2014

TO: Tim Gallagher, Chair
Executive Committee and Faculty Council

FROM: Carole Makela, Chair
University Curriculum Committee

SUBJECT: New Special Academic Unit (SAU)

The University Curriculum Committee moves Faculty Council adopt the following:

The School of Global Environmental Sustainability (SoGES) be established as a Special Academic Unit effective July 1, 2014.

The request was reviewed and approved by the Committee on Scholarship, Research, & Graduate Education on April 2, 2014 and the University Curriculum Committee on April 11, 2014.

Rationale:

According to the request submitted:

“...[The School of Global Environmental Sustainability] (SoGES) is applying for an SAU because we wish to conform to University guidelines for intrauniversity interdisciplinary programs. SoGES is beginning its sixth year and began [The Global Environmental Sustainability Interdisciplinary Minor in 2011 and would like to begin consideration of an interdisciplinary degree program.... We have outlined a more detailed structure for the SAU, in appreciation of the responsibility that a degree-granting unit has, that includes an Academic Oversight Committee, an SAU Executive Committee, the Curriculum Committee and Core Member Faculty that apply and are approved by the SAU Executive Committee....

The Mission of the School of Global Environmental Sustainability (SoGES) is to support and facilitate the generation of new knowledge at CSU that can be used to develop science based solutions to global environmental problems. For these solutions to be successful, they must be built on a foundation of sustainability that values a framework that integrates social, environmental, economic interests.

The School will:

1. Address global-scale environmental challenges, including: climate change, land use change, food security, poverty, inequality, water management, and population growth.
2. Integrate across CSU's colleges to create a new research infrastructure to capitalize on the University's disparate strengths in environmental research.
3. Educate the next generation of environmental leaders and build environmental literacy into all University curricula....”

Enclosure

NEW/MAJOR, MINOR CHANGES/DROPS PROGRAMS OF STUDY-CURRICULAR REQUESTS

CONTACT PLEASE PRINT: NAME Diana Wall EMAIL diana.wall@colostate.edu PHONE 1-2504
(REQUIRED)

CHECK THE APPROPRIATE LINE ON THE FAR LEFT. See Curricular Policies and Procedures Handbook, available at <http://www.colostate.edu/orgs/ucc> for instructions.

ADDS

____ ADD a new degree or major or graduate program or concentration or specialization or option or minor or interdisciplinary studies program. (Complete Section I-Columns A and B (only new gets listed in column B), Section II, Section III-Column B, Section IV as needed, and Section V.)
X ____ ADD a new department and/or college or new SAU. (Complete Section I-Columns A and/or B and Sections II and V.)

MAJOR CHANGES

____ CHANGE the curriculum requirements of an approved major or graduate program or concentration or specialization or option or minor or interdisciplinary minor/studies program involving a sum total of 7 or more credits. (Complete Section I-Column A, Section II, Section III-Column A, and only changed item(s) in Section III-Column B, Section IV as needed.)
____ CHANGE the name of an existing department and/or college, or SAU. (Complete Section I-Column A, only changed item(s) in Section I-Column B, and Section II.)
____ CHANGE the name of a degree or major or graduate program or concentration or specialization or option or minor or interdisciplinary minor/studies program. (Complete Section I-Column A, only changed item(s) in Section I-Column B, and Section II.)
____ CHANGE AUCC Category 4 requirements of an approved major or concentration. (Complete Section I-Column A, Section II, Section III-Column A, and only changed item(s) in Section III-Column B.)
____ DROP a degree or major graduate program or concentration or specialization or option or minor or interdisciplinary minor/studies program and requirements. (Complete Section I-Column A and Section II.)

MINOR CHANGES

____ CHANGE the curriculum requirements of an approved major or graduate program or concentration or specialization or option or minor or interdisciplinary minor/studies program involving a sum total of less than 7 credits. (Complete Section I-Column A, Section II, Section III-Column A, and only changed item(s) in Section III-Column B, Section IV as needed.)
____ CHANGE courses and/or group requirements from freshman/sophomore year to junior/senior year or vice versa in an approved major or concentration or option or minor or interdisciplinary studies program. (Complete Section I-Column A, Section II, Section III-Column A, and only changed item(s) in Section III-Column B.)

SECTION I

A. PRESENT NAME / EXISTING ONLY

B. REQUESTED NAME / NEW OR CHANGES ONLY

Provost (Interdisciplinary)	COLLEGE	School of Global Environmental Sustainability (SoGES) SAU
	DEPARTMENT/SAU	
	MAJOR/GRADUATE PROGRAM NAME	
	UNDERGRADUATE CONCENTRATION/ GRADUATE SPECIALIZATION	
	OPTION	
	MINOR	
	INTERDISCIPLINARY MINOR/GRADUATE STUDIES PROGRAM	
	DEGREE	

EFFECTIVE DATE (TERM AND YEAR) REQUESTED July 1, 2014

SECTION II-JUSTIFICATION FOR REQUEST

SoGES is beginning its sixth year and began a Minor in 2011, and would like to begin consideration of an interdisciplinary degree granting program. At present, SoGES has 183 students enrolled in the minor and as of December 2013, graduated 52. Currently there are 41 participating Core Faculty from 8 Colleges, who are supportive of the SAU, and we anticipate there will be more Core Faculty applications to be reviewed by the SAU Executive Committee. See attached supportive MOUs

CHANNELS FOR APPROVAL (SEE ATTACHED PROPOSAL FOR SIGNATURES)	DATE	CURRICULUM & CATALOG USE ONLY	Approval Date
Department Head/Chairperson*		Comm. On Strategic and Financial Planning (CoSFP)	<u>MEW/3/14</u>
Chairperson, College Curriculum Committee		Council of Deans	
Dean of College* <u>Diana H Wall</u>		University Curriculum Committee	
University Curriculum Committee Representative <u>Diana H Wall</u>		Faculty Council	
Chair, CoSRGE†		Board of Governors	
*Signature indicates approval and a commitment of resources.		CCHE	
†Graduate programs only.		Approved Effective Date	

Call 1-1451, Curriculum and Catalog Administration, for information.

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March 2, 2014

Dr. Rick Miranda
Provost, Colorado State University

Subject: Special Academic Unit (SAU)

Dear Dr. Miranda:

Enclosed for your consideration are documents from the School of Global Environmental Sustainability (SoGES). We are hopeful for your support in our application to have a Special Academic Unit (SAU) as specified by Section C.2.8 of the *Academic Faculty and Administrative Professional Manual*.

SoGES is applying for an SAU because we wish to conform to University guidelines for intrauniversity interdisciplinary programs. SoGES is beginning its sixth year and began a Minor in 2011, and would like to begin consideration of an interdisciplinary degree granting program. At present, SoGES has 183 minors, an increase from zero in 2010 and we have graduated a total of 52 Minors as of December 2013. The Minor serves the purpose of being available to undergraduates of all 8 colleges, but there is considerable interest in an undergraduate major that would be available to serve the students, and provide more depth, for all colleges. SoGES additionally teaches a graduate level course. Currently, there are 41 participating Core Faculty from 8 Colleges, who are supportive of the SAU, and we anticipate there will be more Core Faculty applications to be reviewed by the SAU Executive Committee. The Curriculum Committee of SoGES is comprised of one representative of each College, the Library, the SoGES associate director of education, SoGES academic coordinator and one graduate and one undergraduate student representative.

In our application to organize our structure for an SAU, we do not seek to make major changes in our SoGES Code detailing our day-to-day organizational and decision-making structure, which is guided by our SoGES Executive Committee composed of faculty and researchers representing colleges. We have, however, outlined a more detailed structure for the SAU, in appreciation of the responsibility that a degree-granting unit has, that includes an Academic Oversight Committee, an SAU Executive Committee, the Curriculum Committee and Core Member Faculty that apply and are approved by the SAU Executive Committee.

We have collected MOUs from our participating SAU Core Faculty, department chairs and college deans (Attachment 1) to ensure that the SAU program will operate in a cooperative, participatory fashion. The SAU will create no new administrative or workload burden on either SoGES SAU core

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faculty or their home departments. Our Code (Attachment 2) has been approved, and the documents requesting SAU status approved on March 3, 2014.

On behalf of the many faculty participating in SoGES, we would very much appreciate your support so that we can complete this review process within the university to be approved by Faculty Council in time for the SAU to be executed by the Board of Governors for a July 1, 2014 start date.

Please contact me should you require further information

Best regards,

Diana H Wall

Diana H. Wall
University Distinguished Professor
Director, School of Global Environmental Sustainability
Professor, Department of Biology
Senior Research Scientist, Natural Resource Ecology Laboratory

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I. Program Mission

The Mission of the School of Global Environmental Sustainability (hereafter, SoGES) is to support and facilitate the generation of new knowledge at CSU that can be used to develop science based solutions to global environmental problems. For these solutions to be successful, they must be built on a foundation of sustainability that values a framework that integrates social, environmental, economic interests.

A. The School will:

1. Address global-scale environmental challenges, including: climate change, land use change, food security, poverty, inequality, water management, and population growth.
2. Integrate across CSU's colleges to create a new research infrastructure to capitalize on the University's disparate strengths in environmental research.
3. Educate the next generation of environmental leaders and build environmental literacy into all University curricula.

Vision: The School will generate innovative, high quality interdisciplinary research and education in sustainability science, while communicating the solutions and the process used to develop them, to students in the classroom, citizens and stakeholders, and policymakers from local governments to international governing bodies.

II. Structure

- A. The School's Code for operation is attached. This document contains the Code for the Special Academic Unit that (SAU) will operate under the School's Code.
- B. The SAU will be housed under the Provost and Executive Vice President of CSU who has primary oversight for the SoGES Budget.
- C. SAU Academic Oversight Committee (AOC)
 1. The School's Special Academic Unit will be jointly administered by an Academic Oversight Committee (AOC) comprised of six members of equal voting authority: the Provost, Vice Provost for Undergraduate Affairs, the Dean of the Graduate School and three deans serving on a rotating basis. Each Dean will serve for three years on the committee. They will administer the SAU on behalf of all departments and colleges with faculty members in the School. The order of rotation of the Deans on the board shall be: 1. Veterinary Medicine and Biomedical Science 2. Agricultural Sciences 3. Engineering 4. Health and Human Sciences 5. Business 6. Liberal Arts 7. Natural Resources 8. Natural Sciences. The GDPE Director will be a non-voting, ex-officio member of the AOC. All six members will have equal voting rights on any structural, policy or budgetary issues brought by the committee for action by the Director or committee members. The Provost will chair the AOC. All eight colleges that currently participate in SoGES will be represented by the three AOC Deans. Participating colleges and departments that are represented by the AOC are determined by faculty membership, as detailed below.
 2. Duties of the SAU AOC
 - a. The committee will meet at least once a year with the SoGES Director. The purpose of the committee will be an update by the SoGES Director and staff on the overall status of SoGES programs, to be apprised of challenges, successes, budgetary needs and any other issues.
- D. Director of SoGES
 1. The principal administrative officer of SoGES is the Director who will be responsible to the Academic Oversight Committee for the SAU. The term of office for the Director is detailed in the SoGES Code (attached and repeated here as follows: "The Director is reviewed annually and shall have a term of office of 5 years subject to satisfactory performance. The Director must be tenured and hold the academic rank of Associate Professor or Professor. The Director is appointed by the Provost in consultation with the Special Academic Unit (SAU) Academic Oversight Committee, SAU Executive

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- committee, SAU Core Faculty and SoGES Executive Council (see SoGES Code, Attached) and others.
- a. To convene and chair the Executive Committee, as a non voting member except in the case of ties (approximately monthly)
 - b. To act as spokesperson for SoGES in meetings with the Provost/Academic Vice President, Vice President for Research, the Deans and externally to other universities and public.
 - c. To appoint ad hoc committees.
 - d. To oversee elections of members to the SAU Executive Committee, SoGES Special Academic Unit Core Faculty, the Curriculum Committee and other SAU program committees.
 - e. To be an *ex officio* member of standing committees and coordinate the functions of the Curriculum and Program committees.
 - f. To arrange staffing for GES prefixed courses in consultation with Department Heads from participating departments.
 - g. To foster communication and collaboration among all members of the Core faculty and students of SoGES.
 - h. To submit an annual report to the Academic Oversight Committee and other reports as required by other CSU entities.
- E. Associate Director of Education for the SoGES SAU
1. The Associate Director of Education must hold faculty rank at CSU and be a Core Faculty member. The associate Director is appointed for SAU operations for 1 year (subject to satisfactory performance) by the Director in consultation with the Core Faculty of the SAU Executive Committee and the Academic Oversight Committee and reports the Director on all issues that pertain to her/his role.
 2. Duties of the Associate Director include:
 - a. Chair the Curriculum Committee
 - b. Participate as a voting member in the Executive Committee.
 - c. Advise the Director and oversee the development and delivery of new SoGES courses and programs
 - d. Assist with developing the Strategic Plan and Annual Report
 - e. Oversee the Sustainability Leadership Fellows Program
 - f. Represent the Director as necessary on committees, task force and other activities pertaining to undergraduate and graduate education and outreach.
 - g. Oversee the SoGES Student Sustainability Center.
 - h. Oversee student inquiries into the School
 - i. Oversee the Academic Coordinator
 - j. Oversee instructors for SoGES classes
- F. Executive Committee of the SoGES Academic Unit
1. The Executive Committee shall consist of eight SoGES Core Faculty, one from each college, three at-large Core Faculty, two at large members will represent interdisciplinary research and education centers and the Director of the SoGES Student Sustainability Center . The SoGES Associate Directors will be voting members.
 2. Executive Committee members will serve staggered three-year terms. The eight committee members representing colleges will be suggested by the colleges, and the outgoing committee members, as appropriate. The three at-large members will be elected by the Executive Committee. Two at-large non-voting members will be suggested to the Executive Committee for election to assure representation from integrated research and education centers and emerging areas of sustainability. The Director of the Student Sustainability Center will represent students and be a non-voting member.

3. The SoGES Director will chair the committee as a non-voting member unless there is a tie. The Associate Director(s) shall serve as voting members of the Executive Committee.
 4. Duties of the Special Academic Unit Executive Committee include:
 - a. Advising the Director on all activities associated with running the SAU of SoGES including:
 - i. Guiding policy development and alterations to the program, with the Director having the final decision- making authority for policy: disputes between the Director and Executive Committee can be taken to the Administrative Oversight Committee.
 - ii. Reviewing and approval of applicants for SoGES Core Faculty
 - iii. Identifying educational initiatives and reviewing the SoGES curriculum periodically
 - iv. Formulating strategic direction
 - v. Performing SoGES SAU self-evaluations
 - vi. Unless otherwise stated in the code or voted by the Core Faculty acting as a committee of the whole, other decisions that involve procedural matters require only a simple majority of the Executive Committee.
- G. SAU Curriculum Committee (CC)
1. The SoGES Curriculum Committee consists of the following voting members: the Associate Director for Education as chair, one faculty representative from each college and one representative from the CSU Library appointed by the respective Dean, the Academic Coordinator of SoGES, and a graduate and undergraduate student representative; and any non-voting members from other relevant administrative units or organizations as determined by the Curriculum Committee from time to time. College representatives will serve as liaisons between SoGES SAU and their College Curriculum Committees. Initial members of the Curriculum Committee will serve for a period of two years. Thereafter, the term of service for non-student members is 3 years, which will be staggered, and one year for student members. All non-student members must be Core Faculty of SoGES SAU.
 2. The cycle for each term of service for colleges is as follows
 - Year 1: HHS, NS and Engineering
 - Year 2: LA, Library, NR
 - Year 3: Vet-Med, Ag, Business
 3. Duties of the Curriculum Committee
 - a. Review all courses proposed for a GES course designation or endorsement and programs proposed for SoGES.
 - i. Endorsed Courses
 1. Endorsed courses may be any undergraduate or graduate course taught at CSU that have strong Global Environmental Sustainability content.
 - ii. GES Courses
 1. A course with a GES subject code will be explicitly inter- or multi-disciplinary, and will promote proficiency and leadership in global environmental sustainability.
 2. The course will address environmental, social and economic aspects of sustainability
 - iii. Administer Academic Programs
 1. The Curriculum Committee in consultation with the directors can establish subcommittees responsible for the oversight of academic programs. These programs must be consistent with the mission of SoGES.

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2. The Curriculum Committee oversees the Global Environmental Sustainability Minor
3. Proposals related to all academic programs administered by SoGES must be approved by the CC and will be in accordance with the CSU Curricular Policy and Procedures Handbook.
- iv. The SoGES CC will be forwarded to the University Curriculum Committee

II. Membership in the SoGES SAU

A. Membership for SoGES is detailed in the SoGES Code (see attached).

1. The SAU Executive Committee and SoGES Associate Director of Education will establish policy guidelines for SoGES Core Faculty.
2. Core Faculty Membership: SoGES SAU core faculty membership is open to all five types of faculty appointments recognized by CSU (See Academic Faculty and Administrative Professional Manual E.1). CSU faculty holding ranks of professor, associate professor, assistant professor, instructor or faculty affiliate, including those with regular, special, joint, temporary or transitional appointments, as well as emeritus faculty, who have the expertise and willingness to contribute to the mission of SoGES may become full voting members of SoGES.
 - a. Election of Core Faculty:
 - i. An applicant must have been approved as a SoGES Scholar (see SoGES Code). The applicant must provide a formal application to the Associate Director of Education and Executive Committee consisting of current curriculum vitae and a statement of (1) current interests in SoGES focal areas, (2) areas of expertise and involvement in teaching current courses related to the SoGES mission, (3) ideas pertaining to sustainability research, education and outreach, (4) other ideas for functioning as a SoGES Core Faculty member.
 - ii. Departmental participation is required for all CSU faculty who want to join SoGES. Each participating department will sign a Memorandum of Understanding (MOU) approving the membership and participation of the new SoGES core faculty member. This MOU will be evaluated every five years. If a new SoGES faculty wants to join from a department where a MOU is already in force, the SoGES Associate Director of Education or SoGES Director will notify the Department Chair of the new membership, so that the list of participating faculty from that home department can be updated. The applicant's curriculum vitae and statement will be reviewed by the SoGES Associate Director of Education and SAU Executive Committee.
 - iii. The applicant's curriculum vitae and statement will be reviewed by the SAU Executive Committee and Associate Director of Education.
 - iv. Membership renewal. The initial period of SAU Core faculty membership will be for 5 years, followed by a review by the SAU Executive Committee and Director and recommendation of a continued five-year period. Subsequent reviews will occur every 5 years. Faculty will re-submit applications for approval by the SAU Executive Committee and core Faculty following criteria as above.
 - v. Membership withdrawal. A SoGES SAU Core faculty member may withdraw at any time. The Associate Director will notify the Executive Committee and the home department and update the faculty participation list of SoGES for that department. A new application form will be required for reconsideration as a SoGES member once

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April 14, 2014

TO: Tim Gallagher, Chair
Executive Committee and Faculty Council

FROM: Carole Makela, Chair
University Curriculum Committee

SUBJECT: New Special Academic Unit (SAU)

The University Curriculum Committee moves Faculty Council adopt the following:

The Leadership, Entrepreneurship, Arts Advocacy and the Public (LEAP) Institute for the Arts be established as a Special Academic Unit effective July 1, 2014.

The request was reviewed and approved by the Committee on Scholarship, Research, & Graduate Education on April 2, 2014 and the University Curriculum Committee on April 11, 2014.

Rationale:

According to the request submitted:

“...the LEAP Institute for the Arts which is seeking to organize as a Special Academic Unit (SAU) as specified by Section C.2.8 of the *Faculty Government and the Code of Colorado State University*. LEAP (Leadership, Entrepreneurship, Arts Advocacy and the Public)...[The Institute] is an organizational unit that is an interdisciplinary partnership, with participatory agreements from 10 departments represented in four colleges (COB, COE, CLA, and CHHS)...The LEAP Institute recognizes that success in the arts is being redefined in the 21st century, and that the skills needed to be a successful artist extend beyond the studio, stage, and performance hall. These principles are not exclusive to artists, but serve all students well, no matter where their careers lead them.

The LEAP Institute for the Arts has the following missions to provide:

- A. Students with leadership, business and entrepreneurial skills that will enhance their ability to be competitive in the creative arts industry
- B. Students with the arts leadership and advocacy skills that will cultivate an audience for the present and future paradigms of the arts
- C. Students with real-world experience in partnership with local, regional and national arts organizations and creative industries
- D. An environment that allows for creative thinking and entrepreneurial efforts that may lead to new collaborations, cross-disciplinary projects or businesses in the arts and entertainment industries...”

The Master in Arts Leadership and Administration (Plan C) and minor in Arts Leadership and Administration will move from the College of Liberal Arts to the LEAP Institute for the Arts effective Fall Semester 2014.

Enclosure

NEW/MAJOR, MINOR CHANGES/DROPS PROGRAMS OF STUDY-CURRICULAR REQUESTS

CONTACT PLEASE PRINT: NAME Katie Rothsein EMAIL katie.rothstein@colostate.edu PHONE 1-3746
(REQUIRED)

CHECK THE APPROPRIATE LINE ON THE FAR LEFT. See Curricular Policies and Procedures Handbook, available at <http://www.colostate.edu/orgs/ucc> for instructions.

ADDS

ADD a new degree or major or graduate program or concentration or specialization or option or minor or interdisciplinary studies program. (Complete Section I-Columns A and B (only new gets listed in column B), Section II, Section III-Column B, Section IV as needed, and Section V.)
X ADD a new department and/or college or new SAU. (Complete Section I-Columns A and/or B and Sections II and V.)

MAJOR CHANGES

CHANGE the curriculum requirements of an approved major or graduate program or concentration or specialization or option or minor or interdisciplinary minor/studies program involving a sum total of 7 or more credits. (Complete Section I-Column A, Section II, Section III-Column A, and only changed item(s) in Section III-Column B, Section IV as needed.)
CHANGE the name of an existing department and/or college or SAU. (Complete Section I-Column A, only changed item(s) in Section I-Column B, and Section II.)
CHANGE the name of a degree or major or graduate program or concentration or specialization or option or minor or interdisciplinary minor/studies program. (Complete Section I-Column A, only changed item(s) in Section I-Column B, and Section II.)
CHANGE AUCC Category 4 requirements of an approved major or concentration. (Complete Section I-Column A, Section II, Section III-Column A, and only changed item(s) in Section III-Column B.)
DROP a degree or major graduate program or concentration or specialization or option or minor or interdisciplinary minor/studies program and requirements. (Complete Section I-Column A and Section II.)

MINOR CHANGES

CHANGE the curriculum requirements of an approved major or graduate program or concentration or specialization or option or minor or interdisciplinary minor/studies program involving a sum total of less than 7 credits. (Complete Section I-Column A, Section II, Section III-Column A, and only changed item(s) in Section III-Column B, Section IV as needed.)
CHANGE courses and/or group requirements from freshman/sophomore year to junior/senior year or vice versa in an approved major or concentration or option or minor or interdisciplinary studies program. (Complete Section I-Column A, Section II, Section III-Column A, and only changed item(s) in Section III-Column B.)

SECTION I

A. PRESENT NAME / EXISTING ONLY

B. REQUESTED NAME / NEW OR CHANGES ONLY

Liberal Arts	COLLEGE	
	DEPARTMENT/SAU	LEAP Institute for the Arts
	MAJOR/GRADUATE PROGRAM NAME	
	UNDERGRADUATE CONCENTRATION/ GRADUATE SPECIALIZATION	
	OPTION	
	MINOR	
	INTERDISCIPLINARY MINOR/GRADUATE STUDIES PROGRAM	
	DEGREE	

EFFECTIVE DATE (TERM AND YEAR) REQUESTED July 1, 2014

SECTION II-JUSTIFICATION FOR REQUEST

LEAP (Leadership, Entrepreneurship, Arts Advocacy and the Public) currently exists as a course code; this proposal would expand that concept to an organizational unit, SAU, that is an interdisciplinary partnership, with participatory agreements from 10 departments represented in four colleges (COB, COE, CLA, and CHHS). The proposed LEAP Institute recognizes that success in the arts is being redefined in the 21st century, and that the skills needed to be a successful artist extend beyond the studio, stage, and performance hall. Our motivation for undertaking the approval process is that the SAU organization would allow LEAP to offer expanded programs in the future, which has had enthusiastic support from across the CSU campus and surrounding communities. We believe that the future possibilities of our interdisciplinary partnerships to be nearly limitless.

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CHANNELS FOR APPROVAL

DATE

Department Head/ Walter Blair 11/14/13
 Chairperson* Walter Blair
 Chairperson, College Walter Blair
 Curriculum Committee Walter Blair
 Dean of Walter Blair
 College* Walter Blair
 University Curriculum Walter Blair
 Committee Representative Walter Blair 11/13/13

Chair, Walter Blair 4/3/14
 CoSRGE† Walter Blair

*Signature indicates approval and a commitment of resources.

†Graduate programs only.

CURRICULUM & CATALOG USE ONLY

Approval Date

Comm. On Strategic and Financial
 Planning (CoSFP) _____
 Council of Deans _____
 University Curriculum Committee _____
 Faculty Council _____
 Board of Governors _____
 CCHE _____
 Approved Effective Date _____

Call 1-1451, Curriculum and Catalog Administration, for information.

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LEAP Institute for the Arts

1778 Campus Delivery
Fort Collins, CO 80523-1778
(970) 491-3746

Friday, November 1st 2013

To Whom It May Concern:

Please accept for your consideration this proposal from the **LEAP Institute for the Arts**, which is seeking to organize as a Special Academic Unit (SAU) as specified by Section C.2.8 of the *Faculty Government and the Code of Colorado State University*. LEAP (Leadership, Entrepreneurship, Arts Advocacy and the Public) currently exists as a course code; this proposal would expand that concept to an organizational unit that is an interdisciplinary partnership, with participatory agreements from 10 departments represented in four colleges (COB, COE, CLA, and CHHS). The proposed LEAP Institute recognizes that success in the arts is being redefined in the 21st century, and that the skills needed to be a successful artist extend beyond the studio, stage, and performance hall. An innovative mind, an entrepreneurial spirit, and a passion for the arts are essential for success, and when paired with the practical application of business skills, open a world of opportunities. These principles are not exclusive to artists, but serve all students well, no matter where their careers lead them.

The proposed LEAP Institute for the Arts has the following missions:

- A. To provide students with leadership, business and entrepreneurial skills that will enhance their ability to be competitive in the creative arts industry
- B. To provide students with the arts leadership and advocacy skills that will cultivate an audience for the present and future paradigms of the arts
- C. To provide students with real-world experience in partnership with local, regional and national arts organizations and creative industries
- D. To provide an environment that allows for creative thinking and entrepreneurial efforts that may lead to new collaborations, cross-disciplinary projects or businesses in the arts and entertainment industries

Currently, two programs utilizing LEAP courses at their core exist; a minor and a master's in Arts Leadership and Administration housed in the College of Liberal Arts. Launched in the fall of 2013, the student response has been enthusiastic and encouraging with over 50 undergraduate and 10 graduate students enrolled. Our request to organize as an SAU would not make any curricular changes to these programs other than a move them from the College of Liberal Arts into the new SAU. The request for this change accompanies this proposal. The LEAP Institute would have oversight by the Dean of the College of Liberal Arts, and by organizing as an SAU would allow making changes to LEAP programs of study through the Institute's academic committee, bypassing the need to obtain the approval of the multiple College Curriculum Committees as we expand. Our proposed Director for the LEAP Institute is the current chair of Music, Theatre and Dance, Dr. Todd Queen. Dr. Queen has been instrumental in the creation of this program and the visionary behind the proposed institute and its expansion.

The SAU seems an ideal organizational unit for the proposed LEAP Institute. Our motivation for undertaking the approval process is that the SAU organization would allow LEAP to offer expanded

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LEAP Institute for the Arts1778 Campus Delivery
Fort Collins, CO 80523-1778
(970) 491-3746

programs in the future, which has had enthusiastic support from across the CSU campus and surrounding communities. We believe that the future possibilities of our interdisciplinary partnerships to be nearly limitless. Future undergraduate majors in Arts Leadership and Administration, Media Arts and Music Business have been in discussion, as well as classes that address design thinking from the College of Engineering, among other class topics.

There are many vital partners that are critical to the success of the proposed LEAP Institute for the Arts. As stated previously, Dr. Todd Queen has been indispensable in the vision and creation of LEAP. Likewise, the participating faculty from the Department of Music, Theatre and Dance and the Department of Art continue to develop courses for the LEAP classes. Among this faculty, one critical member is Dr. Constance DeVereaux, a recent hire and Fulbright Senior Specialist in Cultural Policy and Management, who has developed key graduate level LEAP curriculum. Additional organizational units that are critical to our success are the College of Business, who has allowed LEAP students into their classroom across multiple departments, and the Department of Economics, who has redeveloped a key course for the LEAP minor. Other participating departments have expressed great enthusiasm for this proposed SAU, and we believe that each will prove themselves to be critical to LEAP success as we continue to grow and expand.

Please find attached the specified documents in the *Faculty Government and the Code of Colorado State University* for the creation of a Special Academic Unit (section C.2.8.1). In addition, I have included letters of support and an organizational chart to better visually represent the proposed SAU.

Attachments Enclosed:

- Proposed LEAP Institute for the Arts Code
- Proposed LEAP Institute for the Arts Policies and Procedures
- Memorandums of Understanding from participating colleges, departments and faculty members
- Letters of Support
- Organizational Flowchart
- Budget

We would very much appreciate support of this proposal. Thank you for your time and consideration.

Sincerely,



Katie Rothstein
Assistant Professor, Associate Director of the LEAP Institute for the Arts
Colorado State University
Department of Music, Theater and Dance
Fort Collins, CO 80523-1778
Office: UCA 300

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**LEAP Institute for the Arts
SPECIAL ACADEMIC UNIT CODE
July 12, 2013**

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LEAP Institute for the Arts
SPECIAL ACADEMIC UNIT CODE

1. LEAP Institute for the Arts Mission

The LEAP Institute for the Arts is founded on four guiding principles:

Leadership	A commitment to creating the next generation of arts leaders who will impact communities locally and globally
Entrepreneurship	A commitment to cultivating a spirit of arts entrepreneurship and developing business skills specific to the arts
Arts Advocacy	A commitment to developing advocates who believe that the arts play a vital role in all aspects of culture and community
The Public	A commitment to furthering our land grant mission by contributing to the cultural enrichment of Fort Collins and greater Colorado through arts outreach and engagement

The LEAP Institute recognizes that success in the arts is being redefined in the 21st century, and that the skills needed to be a successful artist extend beyond the studio, stage, and performance hall. An innovative mind, an entrepreneurial spirit, and a passion for the arts are essential for success but when paired with the practical application of business skills, open a world of opportunities. These principles are not exclusive to artists, but serve all students well, no matter where their careers lead them.

The LEAP Institute for the Arts has the following missions:

- A. To provide students with leadership, business and entrepreneurial skills that will enhance their ability to be competitive in the creative arts industry
- B. To provide students with the arts leadership and advocacy skills that will cultivate an audience for the present and future paradigms of the arts
- C. To provide students with real-world experience in partnership with local, regional and national arts organizations and creative industries
- D. To provide an environment that allows for creative thinking and entrepreneurial efforts that may lead to new collaborations, cross-disciplinary projects or businesses in the arts and entertainment industries

Core Values

The LEAP Institute for the Arts has a set of core values that guide our decision-making in all areas. We are committed to **Creativity** as an indispensable, marketable asset for our futures. We will cultivate **Leadership** so that we may lead others with the skill set and confidence to achieve our goals. We will embrace the spirit of **Adaptation** to changing technologies and marketplaces. We exhibit **Passion** for our creative abilities and seek to inspire others to achieve their goals. We

are dedicated to **Collaboration** so that we may engage as a community to create a better cultural environment.

2. Participating Departments and Organizational Units

The following are the current participating departments and organizational units of the LEAP Institute.

1. College of Liberal Arts

1. Department of Music, Theatre and Dance
2. Department of Art
3. Department of Economics
4. Department of Communication Studies

2. College of Business

1. Department of Accounting
2. Department of Computer Information Systems
3. Department of Finance & Real Estate
4. Department of Management
5. Department of Marketing

3. College of Health and Human Sciences

1. Department of Design and Merchandizing

4. College of Engineering

5. Changes to Participating Departments and Organizational Units

1. See section 4.3.6 below

3. Academic Oversight

The LEAP Institute for the Arts will be housed in the Office of the Provost and administered by the Dean of the College of Liberal Arts. The Dean shall have the budgetary authority.

The Director of the LEAP Institute for the Arts will report directly to the Dean for the general operation and administration of Institute.

4. Membership of the LEAP institute for the Arts

1. Faculty

All faculty members holding full time, part time, regular and/or special academic appointments as well as adjunct faculty that hold a minimum rank of instructor or higher in participating departments may become full voting members of the LEAP Institute.

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LEAP Institute for the Arts
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Faculty members who wish to join the LEAP Institute may do so by self-association with the approval of their department chair and approval of the Executive Committee (see section 4.3 below). Membership in the LEAP Institute is a privilege and carries with it the responsibility of active participation in events and activities of the LEAP Institute (see section 4.1.2 below). Thus, the Executive Committee has the responsibility to review the participation of every member at least every three years and to make recommendations to the Director concerning the membership of each LEAP Institute faculty member. If the Executive Committee does not vote in the majority to continue a member due to lack of participation, the Director will so notify the member who will be given the option to continue for one additional year of membership on a probationary status in order to improve their participation. The Executive Committee will reevaluate the participation of the member after one year and recommend to the Director the continuation or termination of that individual from the LEAP Institute. Termination from the LEAP Institute due to lack of participation does not require a vote of the membership.

1. The members of the LEAP Institute shall meet as a faculty not less than once per semester to consider and act upon business matters of the LEAP Institute. The Director, with written notice and agenda provided one week in advance, shall call meetings. Minutes of each meeting shall be recorded by the LEAP Institute Administrative Assistant or a designated representative and circulated in advance of subsequent meetings. A vote of a simple majority of the members of the LEAP Institute (those present plus those absent) shall be required to constitute action either for or against any issue that is submitted to a vote, except as noted below.

2. All faculty members should contribute to the instructional, administrative and service missions of the LEAP Institute. However, all faculty members have their primary appointment within an academic department and must balance their time commitment to LEAP activities with their commitment to their Department. Thus, in the annual evaluation of participation, not every faculty member will be expected to devote the same effort to LEAP Institute activities. However, over any three-year period it is expected that every LEAP Institute faculty member make some direct contribution to the goals of the LEAP Institute. Evidence of participation may come from committee service, teaching in core courses, service on graduate committees of students recruited through the LEAP Institute, inviting and hosting seminar speakers, participating in LEAP Institute meetings, or some other commitment that requires an expenditure of effort to enhance the LEAP Institute.

2. Director of the LEAP Institute

1. The LEAP Institute for the Arts shall be administered by a Director who must hold the academic rank of Tenured, Associate Professor or higher and who shall be appointed by the Dean of the College of Liberal Arts to a three-year renewable term beginning July 1st of the year that s/he is appointed.

2. Once appointed, the Dean of the College of Liberal Arts who will notify the Provost of the new appointment will confirm the Director appointment in writing.

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LEAP Institute for the Arts
SPECIAL ACADEMIC UNIT CODE

3. The Dean shall review the Director annually.

4. Responsibilities of the Director of the LEAP Institute include:

- 1) Enhancing and supporting opportunities for interdisciplinary collaboration, promotion of the mission of the LEAP Institute, and representation of the LEAP Institute to the Dean of the College of Liberal Arts and the University.
- 2) Providing leadership and supervision for academic and programmatic initiatives, outreach, public relations and development activities.
- 3) Administering the budget of the LEAP Institute with sound fiscal management and an equitable distribution of resources.
- 4) Appointing and supervising administrative personnel for the LEAP Institute.
- 5) The Director may provide recommendations, on written advice of the Executive Committee, on Promotion and Tenure for participating faculty to their home Department upon written request of either the Chair of the home Department upon written request of the department chair.
- 6) Coordination of LEAP Institute activities with relevant student organizations.
- 7) The Dean shall choose future Directors based on the recommendation of the Executive Committee. Directors may be reappointed.
- 8) Comply with regulations and policies as specified in the code of Colorado State University.
- 9) The Director shall make recommendations regarding teaching assignments for LEAP courses. Such recommendations shall be presented to the Director for negotiation with the chair of the Department in which faculty have their primary appointments.

3. LEAP Institute for the Arts Executive Committee

The voting members of the Executive Committee shall be composed of the Director of the LEAP Institute, Chair of the Department of Art, the Chair of the Department of Music, Theatre and Dance, the Director of Theatre and Dance and a department chair from the College of Business, as appointed by the Dean of the College of Business. In addition, the director may appoint up to two additional faculty members to serve on the Executive Committee. Whenever possible, an elected graduate student representative and a member of the Fort Collins arts community may serve in a non-voting advisory role to the Executive Committee.

1. A graduate student shall be elected annually by vote of the graduate LEAP students. The representatives must have entered through the LEAP Institute graduate program.

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LEAP Institute for the Arts
SPECIAL ACADEMIC UNIT CODE

2. The Director may appoint a community member from a Fort Collins non-profit organization that is committed to help develop, support, and advance artists and the power of creativity throughout communities in our member states.
3. The Executive Committee shall advise the Director regarding the broad policy plans of the LEAP Institute and the most effective means to their implementation. To this end, the Executive Committee will serve as a committee on committees establishing ad hoc committees as are needed, nominating the members of the committees, and delineating their responsibilities.
4. The Executive Committee shall conduct an annual review of LEAP Institute faculty members' participation and make written recommendations to the Director concerning membership.
5. Any recommendations relating to establishment of new courses are the responsibility of the Executive Committee.
 - 1) All curricular changes will be considered first by the Academic Committee (see section 4.4 below), which will forward recommended changes to the Executive Committee.
 - 2) If the Executive Committee approves the change, the director will seek the approval of the Dean.
 - 3) With Dean's approval, the Director will seek approval from the College of Liberal Arts College Curriculum Committee. Upon approval, the curricular proposals will move forward to the University Curriculum Committee, etc. as defined by the university curricular process.
6. The Executive Committee may consider the addition of departments and other organizational units to the LEAP Institute. Additions will be considered with the consultation of the proposed departments or other organizational unit. Participation of departments and other organizational units in the LEAP Institute will be based on faculty membership and/or curricular contributions.
7. The Executive Committee will provide to the Director, upon written request, any recommendations on Promotion and Tenure. The Committee shall seek opinions and advice of other faculty, staff and students of the LEAP Institute before making their final recommendations. Such recommendations require a simple majority vote of the Executive Committee. The recommendations shall be submitted in writing to the Director who will transmit the material through administrative channels as outlined in the CSU Academic Faculty and Administrative Professional Staff Manual.

4. Academic Committee

The Academic Committee (AC) shall consist of the Associate Director, three elected faculty members and an elected graduate student representative. The student representative must have entered through the LEAP Institute graduate program. Each faculty member will serve a three year term beginning on July 1st of the year that s/he is appointed with the terms staggered so that one member shall be appointed to the AC

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LEAP Institute for the Arts
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annually. The AC will elect a chairperson from among the faculty members annually by simple majority vote. The chairperson may run for reelection. The AC will meet at least once per semester during the regular academic year and more often at its discretion. The AC shall report its proceedings to the LEAP Institute faculty as appropriate, but at least once a semester during the regular academic year.

1. AC members shall be elected by a simple majority vote of the faculty membership.
2. A graduate student shall be elected annually by vote of the graduate LEAP students. The representatives must have entered through the LEAP Institute graduate program.
3. The duties of the AC include:
 - 1) Oversee the preparation of curricular forms including major and minor changes, new course and new program requests.
 - 2) The development of new LEAP programs shall follow University procedures, and shall include consultation with all colleges and departments from which the course selection is derived.
 - 3) Recommend curriculum changes for LEAP courses
 - 4) Evaluate graduate applications for admission, organize and conduct recruiting activities and select candidates for available GTA positions and other financial support.

5. Evaluation of Program Operations

1. Operations and Procedures Evaluation

Every sixth year as described by the CCHE or at the direction of the Dean, the Executive Committee shall evaluate the LEAP Institute operations by procedures outlined in the University Code.

1. This Executive Committee shall review the operation of the LEAP Institute as outlined in the University Code and shall prepare a report of its findings and present it to the Director, the LEAP Institute faculty members, and to the University administration for review. At appropriate times the LEAP Institute shall consider inviting consultants from outside the University to assist in evaluating the work of the Program.

2. Biennial Review

As required by the Faculty Staff Manual (section B.2.6.6.a), each Center, Institute or Other Special Unit and its administrative director will be evaluated every other year. The biennial review calls for the following information:

1. A list of current faculty and other personnel in your unit.

LEAP Institute for the Arts
SPECIAL ACADEMIC UNIT CODE

2. A brief description of the goals and objectives of your unit as related to the original purpose.
3. A brief description of the activities, services, training, or research performed, as related to the function/mission of your CIOU.
4. A brief budget summary.
5. A list of accomplishments and contributions including pending and approved grants and contracts, refereed and non-refereed publications, and effects on teaching and outreach.
6. Plans for the next two years.

6. Procedures Relating To Review Of The Code

1. Interim revision of the Code

Any eligible faculty member of the LEAP Institute may propose an amendment to the Code by giving written notice to the Executive Committee. Such amendments will then be circulated among voting members of the Institute at least one week prior to the meeting in which they will be voted upon. Voting on amendments shall be by secret ballot and passed by a 2/3 majority of the eligible faculty present. The approval of the Dean and the Provost's Office shall make these amendments a part of the Code.

2. Code Conflicts

Nothing within this code may be construed to be in conflict with the code of Colorado State University, the Guiding Principles for Departmental Codes of the participating colleges or codes of the participating departments.

7. Students

1. Undergraduate Students

Undergraduate students shall be advised in their respective departments.

2. Graduate Students

1. Applications of students wishing to be considered for the Graduate LEAP Institute must submit their application directly to the Academic Committee for review and acceptance.
2. Accepted students shall be students of the LEAP Institute.
3. Student Graduate Committees shall meet guidelines of the Graduate School, but must contain at least one member of the LEAP Institute faculty from the College of Liberal Arts and one member of the LEAP Institute faculty from the College of Business. All LEAP Institute faculty can serve as a Graduate Advisor.

3. Student appeal procedures

Student appeal procedures regarding academic decisions by faculty must follow University guidelines as explained and specified in the University Code.

Date: April 16, 2014

To: Tim Gallagher, Chair Faculty Council

From: Don Estep, Chair
Committee on Faculty Governance

Subject: Proposed revision to Section C.2.1 of the *Manual*

The Committee on Faculty Governance

MOVES, THAT Section C.2.1. OF THE ACADEMIC FACULTY AND ADMINISTRATIVE PROFESSIONAL MANUAL BE REVISED AS FOLLOWS:

Please note the language: additions underlined, deletions ~~oversecored~~.

C.2.1.3 Membership on the Faculty Council

The Faculty Council shall consist of members elected from academic departments, the Libraries, and the colleges, the Chairperson of the Faculty Council, the Vice Chairperson of Faculty Council, the Faculty Council representative to the Board, and *ex officio* members.

C.2.1.3.1 Elected Members (last revised May 2, 2007)

Each academic department and the Libraries shall elect one (1) representative. An additional number of representatives, equal approximately to one-third (1/3) of the number of representatives elected from the departments and the Libraries, shall be elected at large by and from the colleges and the Libraries as required to achieve, as nearly as practical, membership proportional to the number of regular, regular part-time, and transitional faculty members in the colleges and Libraries.

All faculty representatives to the Faculty Council shall hold regular full-time, regular part-time, or transitional appointments and shall not hold an administrative appointment of more than half-time (0.5) at the level of assistant/associate dean or above. A faculty representative to the Faculty Council who becomes ineligible shall cease to hold this position.

C.2.1.3.2 Ex Officio Members (last revised February 14, 2014)

Chairpersons of Faculty Council regular and specialized standing committees serving as the official representatives of the standing committees to Faculty Council shall be *ex officio* voting members of Faculty Council. ~~Persons who are not members of Faculty Council, but are chairpersons of its advisory committees, shall be *ex officio* non-voting members of Faculty Council.~~

The immediate past Chairperson of Faculty Council shall be an *ex officio* non-voting member of the Faculty Council for one (1) year immediately following the expiration of his or her term as Chairperson of the Faculty Council.

The President of the University, the Provost, the Vice Presidents, the Vice Provosts, the Deans of the Colleges and the Libraries, and the Chair of the Administrative Professional Council shall be seated on the Faculty Council as *ex officio* non-voting members.

.2.1.3.3 Officers (last revised June 21, 2011)

a. Chairperson (last revised June 21, 2011)

The Chairperson of the Faculty Council shall be elected at the regularly scheduled March meeting. Each candidate for election to Chairperson shall be a current or former elected member of the Faculty Council and shall meet the eligibility requirements for elected membership on Faculty Council. A Chairperson who ceases to meet the eligibility requirements for elected membership on Faculty Council shall cease to be Chairperson. The Chairperson shall serve a one (1) year term beginning in July and shall relinquish representation of a department or college (if serving in that capacity) to become a representative and member of the Council. The Chairperson shall be eligible to serve three (3) consecutive years, and then would be ineligible to serve as Chairperson or Vice Chairperson of Faculty Council for three (3) subsequent years. The Chairperson shall preside at meetings of the Faculty Council, serve as Chairperson of the Executive Committee and as Faculty Council representative to the Colorado Faculty Advisory Committee, and discharge the usual duties of the office. In the event that the elected Chairperson is unable to complete his or her term of office, new elections will commence at the next Faculty Council meeting, or as soon as possible thereafter, to fill the unexpired term according to the procedures outlined in Section C.2.1.3.3.d.

b. Vice Chairperson (last revised June 21, 2011)

The Vice Chairperson of the Faculty Council shall be elected at the regularly scheduled March meeting. Each candidate for election to Vice Chairperson shall be a current or former elected member of the Faculty Council and shall meet the eligibility requirements for elected membership on Faculty Council. A Vice Chairperson who ceases to meet the eligibility requirement for elected membership on Faculty Council shall cease to be Vice Chairperson. The Vice Chairperson shall serve a one (1) year term beginning in July and shall relinquish representation of a department or college (if serving in that capacity) to become a representative and member of the Faculty Council. The Vice Chairperson shall be eligible to serve additional terms. In the absence of or at the request of the Chairperson, the Vice Chairperson shall assume the duties of the Chairperson. In the event that the elected Vice Chairperson is unable to complete his or her term of office, new elections will commence at the next Faculty Council meeting, or as soon as possible thereafter, to fill the unexpired term according to the procedures outlined in Section C.2.1.3.3.d.

c. Faculty Council Representative to the Board (last revised June 21, 2011)

The Faculty Council shall elect a faculty member to serve as a non-voting member of the Board and as an officer of the Faculty Council. The election for this Faculty Council Representative to the Board shall occur at the regularly scheduled March meeting. Each candidate for election to this Faculty Representative position shall be a current or former elected member of the Faculty Council, shall be an associate professor or professor, and shall meet the eligibility requirements for elected membership on Faculty Council. A Faculty Representative who ceases to meet the eligibility requirements for elected membership on Faculty Council or who ceases to be an associate professor or professor shall cease to be the Faculty Representative. The Faculty Representative shall serve a one (1) year term beginning in July and shall relinquish representation of a department or college to become a representative and member of the Faculty Council. No person shall serve more than two (2) terms as Faculty Representative during his or her lifetime. In the event the elected Faculty Representative is unable to complete his or her term of office, new elections will commence at the next Faculty Council meeting, or as soon as possible thereafter, to fill the unexpired term according to the procedures outlined in Section C.2.1.3.3.d.

d. Voting Procedures (last revised June 21, 2011)

The Committee on Faculty Governance shall present one (1) or more nominees, and additional nominations may be made from the floor. Voting will be by written ballot unless otherwise specified. If only one (1) candidate is nominated, voting can be by voice vote. The candidate receiving a majority of votes cast shall be elected. In the event that no candidate receives a majority, a second (2nd) ballot will consist of the two (2) candidates receiving the highest number of votes. On the second ballot, the candidate receiving the highest number of votes shall be elected.

C.2.1.3.4 Appointed Positions (last revised June 21, 2011)

These positions shall be non-voting, and the persons serving in them shall not be elected members of the Faculty Council.

a. Secretary

The secretary of the Faculty Council shall be appointed by the Chairperson, subject to confirmation by the Faculty Council at the first meeting each Fall semester. The secretary shall perform the usual duties of the office.

b. Parliamentarian

The parliamentarian of the Faculty Council shall be appointed by the Chairperson, subject to confirmation by the Faculty Council at the first meeting each Fall semester. The parliamentarian shall perform the usual duties of the office.

C.2.1.4 Electorate for Faculty Council and Election Procedures (last revised May 2, 2007)

The electorate eligible to vote for Faculty Council representatives from departments, colleges, and the Libraries shall consist of all regular full-time, regular part-time, and transitional members of the faculty. The Committee on Faculty Governance shall be responsible for annually apportioning the college representatives. The Committee on Faculty Governance shall establish uniform election and replacement practices throughout the University and shall supervise elections in departments, colleges, and the Libraries to ensure a secret ballot and impartial electoral procedures. Departmental and the Libraries representatives normally shall be elected in the first (1st) week of April. However, when departments are merged or when a new department comes into operation, it shall on or after the effective date of its establishment elect its departmental representative to serve immediately on the Faculty Council. Also, as soon as a department is abolished, its departmental representative shall no longer serve on the Faculty Council. The college representatives shall be elected in the third (3rd) week of April. The terms of office for elected representatives to the Faculty Council shall be three (3) years beginning July 1, with the terms of approximately one-third (1/3) of the entire body of elected representatives expiring each year. The Committee on Faculty Governance shall determine the length of terms of departmental and college representatives to ensure equity among colleges.

C.2.1.5 Authority to Delegate Duties

The Faculty Council shall have the authority to delegate to standing and other committees specific duties such as the manner of grading students and other means of designating scholarship, rules governing student conduct and discipline, and other particulars relating to the government of the University given to the faculty by law. Recommendations for changes in Faculty Council policies ordinarily originate in or channel through one (1) of the standing committees of the Faculty Council.

C.2.1.6 Duties of the Faculty Council

The duties of the Faculty Council shall be those delegated to the faculty by the acts of the Colorado General Assembly establishing the Board, except such provisions as obviously have become obsolete through changed conditions which make them no longer applicable.

C.2.1.7 Recall of Faculty Council Officers

Faculty Council officers, members, standing committee chairpersons or members may be recalled as is provided in *Robert's Rules of Order*, latest edition.

C.2.1.8 Faculty Athletics Representative

The President of the University shall appoint a member of the faculty who is not a member of the Department of Athletics and who does not hold the position of dean, vice president, or President to a one (1) year term as Faculty Athletics Representative.

C.2.1.9 The Regular and Specialized Standing Committees ~~and Advisory Committees~~ of Faculty Council

C.2.1.9.1 Charge to the Standing Committees ~~and Advisory Committees~~ (last revised June 23, 2010)

There shall be regular and specialized standing committees ~~and advisory committees~~ of the Faculty Council, designated by name in the University Code. The purposes of these standing committees ~~and advisory committees~~ shall be to develop and recommend to the Faculty Council policies and positions on academic matters and to serve as sources of expert information for the main body. The main relation of each standing committee ~~or advisory Committee~~ is with the Faculty Council itself, and the standing committees ~~and advisory committees~~ are formed to represent the interests of the Faculty Council. All policy recommendations of standing committees ~~and advisory committees~~ shall be transmitted through the Executive Committee to the Faculty Council for its action.

All standing committees ~~and advisory committees~~ of the Faculty Council shall receive appropriate items for consideration from any member of the University community. The receipt of each item shall be acknowledged and its disposition shall be reported to the initiator.

Each standing committee ~~or advisory committee~~ shall develop a set of operating procedures, which shall be made available to all members of the faculty through the Office of the Faculty Council. Further, all standing committees ~~and advisory committees~~ shall submit copies of their minutes to the Executive Committee and shall, at specified times, furnish annual reports to the Faculty Council.

C.2.1.9.2 The Regular and Specialized Standing Committees ~~and Advisory Committees~~ Named (last revised August 2, 2013)

The following shall be the regular standing committees of the Faculty Council: Executive Committee; Committee on Faculty Governance; Committee on Intercollegiate Athletics; Committee on Libraries; Committee on Responsibilities and Standing of the Academic Faculty; Committee on Scholarship, Research, and Graduate Education; Committee on Scholastic Standards and Awards; Committee on Strategic and Financial Planning; Committee on Teaching and Learning; Committee on University Programs; and University Curriculum Committee.

The following shall be an ~~advisory~~ specialized standing committee of the Faculty Council: Committee on Non-Tenure-Track Faculty.

C.2.1.9.3 Membership and Organization (last revised February 14, 2014)

The membership of each standing committee ~~or advisory committee~~ is specified to fit the functions of that committee. Administrators, administrative professionals, classified staff, undergraduate student members representing the Associated Students of Colorado State University (ASCSU), and graduate student members representing the University Graduate Student Council shall be authorized for certain standing committees. ~~and advisory committees~~. Faculty membership on ~~advisory~~ specialized standing committees shall be limited to regular full-time, regular part-time, transitional, and nontenure track faculty members who do not hold an administrative appointment of more than half-time (0.5) at the level of assistant/associate dean or above. Faculty membership on regular standing committees shall be limited to regular full-time, regular part-time, and transitional faculty members who do not hold an administrative appointment of more than half-time (0.5) at the level of assistant/associate dean or above. A member of a standing committee ~~or advisory committee~~ who becomes ineligible shall cease to hold this position.

Each standing committee ~~or advisory committee~~ shall have a chairperson whose term of office is twelve (12) months beginning July 1. Each standing committee ~~or advisory committee~~ chairperson shall be elected by and from the membership of that committee. After members of standing committees ~~and advisory committees~~ are elected, as specified in Section C.2.1.9.4, the continuing and newly elected members of each standing committee ~~or advisory committee~~, other than the Executive Committee, shall meet and elect a committee chairperson for the coming term before May 15. The committee members who are being replaced may attend this meeting, and they may speak, but they shall not cast votes for the new chairperson. However, if a newly elected committee member is unable to attend the meeting, then he or she may allow the committee member that he or she is replacing to cast a vote for the chairperson in his or her place.

Membership on standing committees ~~and advisory committees~~ of the Faculty Council shall be spread as widely as possible among faculty members so that newer members of the faculty may serve on these committees. Standing committee ~~and advisory committee~~ leadership shall be rotated as good judgment allows.

Standing committees ~~and advisory committees~~ are expected to consult regularly with those administrators, members of the faculty, or others who can provide information necessary for effective deliberation. Each standing committee ~~or advisory committee~~ may name ex officio or associate members who are expected to attend committee meetings regularly. The appointments shall be reviewed by the standing committee ~~or advisory committee~~ annually. Each standing committee ~~or advisory committee~~ shall identify in its annual report to the Faculty Council its ex officio and associate members and others with whom it has regularly conferred. All ex officio and associate members shall be non-voting.

Standing committees ~~and advisory committees~~ shall convene subcommittees as needed to consider specific issues or perform specific tasks. These subcommittees shall exist to serve the standing committees ~~and advisory committees~~. A subcommittee of a standing committee ~~or advisory committee~~ shall be chaired by a member of that committee, but may draw other members from throughout the University as appropriate.

The Chairperson of the Executive Committee shall be an *ex officio*, non-voting member of each standing committee ~~and advisory committee~~ of the Faculty Council.

Unless otherwise specified in the committee's operating procedures, for transacting business at standing committee ~~and advisory committee~~ meetings, a quorum is defined as a simple majority of the voting members.

The elected chairperson of the standing committee shall serve as an *ex officio* voting member of the Faculty Council for the duration of his or her term as chairperson. The chairperson may designate a committee member to substitute as *ex officio* voting member provided prior notice is given to the Chairperson of Faculty Council. ~~In the event that an advisory committee member who is not a member of Faculty Council is elected chairperson of the advisory committee, this individual shall serve as an ex officio non-voting member of the Faculty Council for the duration of his or her term as chairperson.~~

C.2.1.9.4 Election to Membership and Term of Service (last revised June 23, 2010)

Unless otherwise specified by the University Code, the terms of service for all elected faculty members of standing committees ~~and advisory committees~~ of the Faculty Council shall be three (3) years with terms of approximately one-third (1/3) expiring each year. An exception is the Executive Committee, where faculty members serve one (1) year terms. The terms of service for all elected student members of standing committees ~~and advisory committees~~ of the Faculty Council shall be one (1) year. Terms of office for newly elected members of all standing committees ~~and advisory committees~~ are to begin July 1 for faculty members and October 25 for student members. Student members may serve on at most two (2) standing committees ~~and/or advisory committees~~ at any given time. The Committee on Faculty Governance shall fill vacancies on standing committees ~~and advisory committees~~ of the Faculty Council occurring between normal elections in one (1) of the following ways:

- a. Immediate election in the same manner as the original position was filled.
- b. Temporary appointment by the Committee on Faculty Governance.
- c. Regular appointment with the appointee to be nominated by the Committee on Faculty Governance and approved by the Faculty Council.

Vacancies other than those occurring because of expiring memberships are to be filled for the unexpired terms only.

Nominations for the elected faculty membership on all standing committees ~~and advisory committees~~ other than Executive Committee (see Section C.2.1.9.5.a) shall be made by the Committee on Faculty Governance, with the slate of nominees to be placed on the agenda of the April meeting of Faculty Council. Nominations may be made from the floor. Voting shall be by written ballot unless otherwise specified. If only one (1) candidate is nominated, voting can be by voice vote. Election shall be by plurality. In the event of a tie for any position, the Faculty Council shall ballot again at the next regular meeting.

Nominations of undergraduate students to standing committees of the Faculty Council shall be made by the ASCSU Director of Academics with the advice and consultation of the President and the Vice President of ASCSU. All such nominees shall be recommended to the ASCSU Senate and shall have majority approval of the ASCSU Senate before the nominations are forwarded to the Faculty Council Committee on Faculty Governance for inclusion on the ballot.

Nominations of graduate student members to Faculty Council standing committees shall be made by the University Graduate Student Council. Graduate student nominations shall be forwarded to the Faculty Council Committee on Faculty Governance for inclusion on the ballot.

Student nominations shall be submitted to the Faculty Council at its October meeting. After nominations have been closed, a vote shall be taken on the floor of the Faculty Council. In the event of a tie, the Faculty Council shall vote again. Election shall be by plurality.

C.2.1.9.5 Regular Standing Committees: Membership and Function

a. Executive Committee (last revised August 12, 2009)

The Executive Committee shall consist of the Chairperson of Faculty Council as Chairperson, the Vice Chairperson of Faculty Council as Vice Chairperson, the immediate past Chairperson of Faculty Council (*ex officio*), the Provost (*ex officio*), the faculty representative to the Board, and one (1) elected Faculty Council representative from each college and the Libraries. The continuing and newly-elected Faculty Council members from each college shall choose their representative from among themselves in April for a one (1) year term beginning July 1. The immediate past Chairperson of Faculty Council shall be a member of the Executive Committee for one (1) year immediately following the expiration of his or her term as Chairperson of the Faculty Council. The duties of the Executive Committee shall be:

- 1. To receive, review, and evaluate all recommendations from the various standing committees, and to report them to the Faculty Council.
- 2. To refer matters to standing committees of the Faculty Council.
- 3. To act for the Faculty Council between meetings of that body.
- 4. To execute those duties as may from time to time be given it by the Faculty Council or by the Board.

5. To receive petitions for calling additional meetings of the Faculty Council (see Section C.2.1.10, Article I, Section I).
6. To prepare the agenda for Faculty Council meetings.
7. To participate in the evaluation of University officers.
8. To recommend policies pertaining to the University calendar.
9. When appropriate, to establish priorities when assigning issues to Faculty Council standing committees.
10. To meet periodically with the faculty representatives to the Benefits Committee in order to ensure timely Faculty Council input and dialogue concerning University benefits programs.

b. Committee on Faculty Governance (last revised May 2, 2007)

The Committee on Faculty Governance shall consist of one (1) faculty representative from each college and the Libraries. The duties of this standing committee shall be:

1. To recommend to the Faculty Council amendments to the University Code, including revisions to update it.
2. To periodically review practices and procedures of the Faculty Council and its standing committees to assure compliance with the University Code.
3. To apportion annually the elected representatives of the colleges and University Libraries to the Faculty Council.
4. To provide interpretations of the University Code.
5. To establish uniform procedures for electing Faculty Council officers and members of its standing committees and to supervise the election of representatives to the Faculty Council.
6. To make and forward nominations for standing committees of the Faculty Council and faculty members of Benefits Committee (see Section D.2.1), Grievance Panel (see Section K.15.1), Sexual Harassment Panel (see Appendix 1.III.B.2), and the University Discipline Panel (see Section I.7.3.2), and submit names of nominees for the offices of Faculty Council Chairperson, Vice Chairperson, and Representative to the Board and for other positions as requested by the Faculty Council.

c. Committee on Intercollegiate Athletics (last revised August 12, 2009)

The Committee on Intercollegiate Athletics shall consist of one (1) faculty representative from each college, and the Libraries, the Faculty Athletics Representative (*ex officio*), the Director of Athletics (*ex officio*), one (1) graduate student, and one (1) undergraduate student..

The Committee on Intercollegiate Athletics shall recommend to the Faculty Council policies pertaining to intercollegiate athletics, review compliance with policies adopted, and act in an advisory capacity to the Director of Athletics. Specifically, the standing committee shall have the following responsibilities:

1. To recommend to the Faculty Council policies pertaining to the operation of the Department of Athletics, including rules compliance, academic integrity, and the general welfare and equitable treatment of student-athletes and staff.

2. To review annually intercollegiate athletics' programs and make recommendations to the Director of Athletics regarding the operation of the Department, including selection and retention of sports, academic integrity, compliance, and the general welfare and equitable treatment of student-athletes and staff.
3. To advise the Director of Athletics and the Faculty Athletics Representative on positions to be taken on national and conference issues.
4. To advise the President on the selection of the Director of Athletics and the Faculty Athletics Representative.
5. To perform functions requested or required of a Faculty Intercollegiate Athletic Committee by the National Collegiate Athletic Association and/or any athletic conferences of which the University may be a member.
6. To review summaries of student-athlete exit surveys, academic progress reports, and other appropriate reports, and to include an assessment of this information in the Committee on Intercollegiate Athletics annual report to the Faculty Council.

d. Committee on Libraries (last revised February 14, 2014)

The Committee on Libraries shall consist of one (1) faculty representative from each college, and the Libraries, the Dean of Libraries (*ex officio*), one (1) graduate student, and one (1) undergraduate student. The duties of this standing committee shall be:

1. To recommend to the Faculty Council policies affecting or impacting the operation of the Libraries.
2. To advise the Committee on Strategic and Financial Planning of the Library's budgetary and service requirements.
3. To advise the Dean of Libraries:
 - a. On strategies and policies for services and collections;
 - b. On the allocation of funds to support Library services; and
 - c. On the needs of its patrons (students, faculty, staff, community at large.)

e. Committee on Responsibilities and Standing of Academic Faculty

The Committee on Responsibilities and Standing of Academic Faculty shall consist of one (1) faculty representative from each college and the Libraries. The duties of this standing committee shall be to recommend to the Faculty Council:

1. Policies defining the general responsibilities of faculty to the University, college, and department.
2. Policies related to the standing of the faculty including selection, appointment, evaluation, merit incentives, rank and promotion, tenure, termination of employment, leaves, and academic freedom.
3. Policies and procedures related to faculty grievances.

f. Committee on Scholarship, Research and Graduate Education (last revised December 14, 2004)

The Committee on Scholarship, Research and Graduate Education shall consist of one (1) faculty representative from each college and the Libraries, one (1) graduate student, and the Vice Provost for Graduate Affairs/Assistant Vice President for Research (*ex officio*). Annually, the standing committee, in consultation with the Provost and the

Chairperson of Faculty Council, shall name *ex officio* members who are expected to actively participate in standing committee deliberations. The duties of this standing committee shall be:

1. To recommend to the Faculty Council policies concerning research and scholarly activities.
2. To recommend to the Faculty Council policies concerning the Graduate School.
3. To review and forward with recommendations to the University Curriculum Committee proposals for new graduate programs and changes in existing graduate programs.
4. To conduct inquiries/investigations of charges of misconduct in research, artistry, and other scholarly activities, including charges of misconduct in science as federally mandated. The standing committee will coordinate such inquiries/investigations with the VPR and will develop a pool of faculty from which specific panels will be selected. At the discretion of the standing committee, persons who are not members of the faculty may be included on inquiry/investigative panels.

g. Committee on Scholastic Standards (last revised January 27, 2006)

The Committee on Scholastic Standards will consist of one (1) faculty member from each college and the Libraries and the Director of the Center for Advising and Student Achievement (CASA) (*ex officio*). The duties of this standing committee shall be to recommend to the Faculty Council policies related to undergraduate academic standards and regulations and procedures for implementing and enforcing these policies.

The standing committee shall also act as a hearing board and render decisions on:

1. Appeals of academic dismissal.
2. Appeals for retroactive withdrawal.

h. Committee on Strategic and Financial Planning (last revised August 2, 2013)

The Committee on Strategic and Financial Planning shall consist of one (1) faculty representative from each college and the Libraries, one (1) undergraduate student, one (1) graduate student, one (1) dean (*ex officio*), the Provost (*ex officio*), the Vice President for Finance (*ex officio*), the chair of the Administrative Professional Council (*ex officio* voting), and the Chair of the Classified Personnel Council (*ex officio*, voting). The duties of this standing committee shall be:

1. To recommend policies to the Faculty Council related to planning and budgeting activities that affect the academic function of the University.
2. To review the procedures, outcomes, and accountability of the University's strategic planning processes and plans.
3. To present the standing committee's evaluations and recommendations on such planning processes and plans to the Faculty Council for approval or disapproval on a semiannual basis.
4. To review University proposals, policies and procedures as they affect the academic programs and structure of the institution.
5. To review new academic program proposals from a strategic and financial planning perspective and report recommendations to Faculty Council.

6. To recommend priorities for resource allocations to achieve University academic planning goals.
7. To recommend policies for the distribution of faculty compensation increases.

i. Committee on Teaching and Learning (last revised June 4, 2008)

The Committee on Teaching and Learning shall consist of one (1) faculty member from each college and the Libraries, one (1) graduate student, one (1) undergraduate student, the Provost or his or her designee (*ex officio*), the Vice President for Student Affairs or his or her designee (*ex officio*), and the Director of The Institute for Learning and Teaching (*ex officio*). The duties of this standing committee shall be to recommend to the Faculty Council:

1. Policies, practices, and standards for maintaining and improving the quality of teaching and learning.
2. Policies related to undergraduate advising.
3. Policies related to academic records and registration and undergraduate admissions.
4. Policies related to the activities of
 - a. The Institute for Learning and Teaching
 - b. Academic Computing and Networking Services
 - c. Student Outcomes Assessment
 - d. Other offices and programs that directly support instruction and student development.
5. Policies related to standards of student behavior, academic honesty, co-curricular activities and other aspects of campus life.
6. In addition to the foregoing, the Committee on Teaching and Learning will oversee the selection of the University Distinguished Teaching Scholars. The criterion for selection is outstanding teaching. The Committee on Teaching and Learning will develop and publicize the selection process and the specific criteria for making the selection.

j. Committee on University Programs

The Committee on University Programs shall consist of one (1) faculty representative from each college and the Libraries, one (1) graduate student and one (1) undergraduate student. Annually, the standing committee, in consultation with the Provost and the Chairperson of Faculty Council, shall name *ex officio* members who are expected to actively participate in standing committee deliberations. The duties of this standing committee shall be:

1. Concerning Centers, Institutes, and Other Special Units:
 - a. To develop and recommend to Faculty Council criteria for identifying university units subject to Section C.2.3.6 University Centers, Institutes, and Other Special Units.
 - b. To develop and recommend to Faculty Council policies and procedures for the establishment, continuance, and termination of centers, institutes, and other units meeting the established criteria.
 - c. In consultation with other standing committees as appropriate, to evaluate proposals for centers, institutes, and other units meeting the established criteria on the basis of (1) appropriateness and acceptability of the name of the unit and (2) consistency of the mission of the unit with the mission and strategic plan of the University, and to make recommendations based on these evaluations for action by Faculty Council.

2. To recommend policies to the Faculty Council related to University Advancement, Conference Services, and University facilities that affect the academic function of the University.
3. To recommend policies to the Faculty Council related to international activities, including international education, research and development, training, student services, and Intensive English.

k. University Curriculum Committee (last revised June 22, 2006)

The University Curriculum Committee shall consist of one (1) faculty representative from each college and the Libraries, one (1) undergraduate student, one (1) graduate student, and the Provost or his or her designee (*ex officio*). The duties of this standing committee shall be:

1. To receive or initiate recommendations pertaining to each and every course and program offered for academic credit by any unit of the University.
2. To evaluate all proposals for new undergraduate courses and programs as well as changes in existing courses and programs for correlation with other departments before consideration and approval by the Faculty Council.
3. To evaluate all proposals for new graduate courses and programs as well as changes in existing courses and programs for correlation with other departments. Review of graduate programs is conducted after the Committee on Scholarship, Research, and Graduate Education has recommended approval prior to their submission to the Faculty Council for approval.
4. To develop necessary administrative procedures for informing interested colleges concerning courses under consideration.
5. To evaluate proposals for the establishment of new departments, and the change of academic name, change in college affiliation, dissolution, division, or merger of existing departments.
6. To recommend policies to the Faculty Council related to the operations of the Division of Continuing Education which impact curricula.

C.2.1.9.6 ~~Advisory~~ Specialized Standing Committees: Membership and Function (new section added June 23, 2010)

a. Committee on Non-Tenure-Track Faculty (last revised August 2, 2013)

The membership of the Committee on Non-Tenure-Track Faculty shall be comprised as follows:

1. One (1) non-tenure-track faculty member (senior teaching, special, temporary, or multi-year research appointment) shall be selected from each unit among the colleges and the Libraries for which there exists a formal committee representing non-tenure-track faculty members. Each such committee shall provide one (1) or more nominees for this position to the Committee on Faculty Governance for possible inclusion on the ballot.
2. If fewer than six (6) units from among the colleges and the Libraries have such committees, then additional non-tenure-track faculty members shall be selected to provide a total of six (6) non-tenure-track faculty members. These nominations shall be sought from the University community by the Committee on Faculty Governance.
3. Two (2) regular faculty members shall be selected from two (2) different units from among the colleges and the Libraries. The Committee on Faculty Governance shall provide nominees for these two (2) positions after calling for volunteers.

The duties of this specialized standing advisory committee shall be to recommend to the Faculty Council:

1. Policies defining the general responsibilities of non-tenure-track faculty to the University, college, and department.
2. Policies related to the standing of non-tenure-track faculty.

Rationale

The proposed revisions:

- Change the name of the current Faculty Council “Standing Committee” to “Regular Standing Committee”, but change nothing in composition or function of these Standing Committees
- Change the name of the current “Advisory Committee” to “Specialized Standing Committee”
- Give the Specialized Standing Committee a vote in Faculty Council exercised by making the Chair of the Specialized Standing Committee or a designated substitute an *ex officio voting* member of Faculty Council
- Alters the language in the Manual regarding “Advisory Committee” accordingly

The language in the Manual regarding Advisory Committee and the experience of two years shows that Advisory Committees operate exactly in the same way as a Standing Committee with two exceptions: (1) the membership of an Advisory Committee includes Regular and Non-Tenure Track Faculty selected in a specialized procedure; and (2) Standing Committees may exercise a vote in Faculty Council through the Chairs of the Committees (or designated substitutes) serving as *ex officio voting* members of Faculty Council while Advisory Committees cannot do this.

Regarding the proposed name change: The CoFG believes that the proposed label “Specialized Standing Committee” provides a much more accurate and appropriate description of the responsibilities and functions of said committees than the current label “Advisory Committee”. Adopting the proposed label leads to considerable simplification of the language in the Manual regarding Faculty Council Committees (see the numerous deletions). The proposed label is also more appropriate given that the CoNTTF, which is the only Advisory Committee at present, is operating on a permanent basis with a regular election procedure that is carried out by the CoFG.

Regarding the proposal to make the Chair of a Specialized Standing Committee (or a designated substitute) an *ex officio voting* member of Faculty Council: The CoFG believes that any Committee appointed on a permanent basis by Faculty Council and designated by Faculty Council to consider Faculty Council business up to and including introducing proposals to change the Manual in Faculty Council should be given the ability to exercise a vote on Faculty Council on motions introduced by the said Committee.

We note that this proposal gives the Chair of a Specialized Standing Committee (or a designated substitute) a vote in Faculty Council because they serve as a representative of the Committee. The individual person is not given a vote and this proposal does not give non-tenure track faculty members voting rights in Faculty Council as individuals. This motion does not set a precedent of awarding voting

rights in Faculty Council to non-tenure track faculty. Instead, it recognizes that Faculty Council interests, responsibilities, and operations can best be served in specialized cases by appointing Standing Committees with correspondingly specialized composition. The proposal was also approved by the Committee on Non-Tenure Track Faculty (CoNTTF).

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April 18, 2014

TO: Tim Gallagher, Chair
Executive Committee and Faculty Council

FROM: Carole Makela, Chair
University Curriculum Committee

SUBJECT: Request to Add Minimum Grade Requirement Italian Studies Interdisciplinary
Studies Minor

The University Curriculum Committee moves Faculty Council adopt the following:

**The establishment of minimum grade of "C" in all courses required in the
Italian Studies Interdisciplinary Minor.**

Rationale:

"The Department believes that proficiency should be demonstrated in all courses included in the minor, as they pertain to the language skills, the knowledge of basic culture, history or politics of Italy.

A similar requirement is in place fall all the other minors in the department, as well as for the concentrations in the major. This requirement has a positive effect on the overall quality of the students in Foreign Languages and Literatures, without unreasonably burdening the students."

The request was reviewed and approved by the University Curriculum Committee on December 6, 2013. The effective date is Summer 2014.

Enclosure

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JUN 20 2013

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NEW/MAJOR/MINOR PROGRAMS OF STUDY-CURRICULAR REQUESTS

CONTACT PLEASE PRINT: NAME J.T. Hughes EMAIL Jolyon.Hughes@colostate.edu PHONE 6141
(REQUIRED)

CHECK THE APPROPRIATE BOX ON THE FAR LEFT. See Curricular Policies and Procedures Handbook, available at <http://www.colostate.edu/orgs/ucc> for instructions.

ADDS

ADD a new department and/or college. (Complete Section I-Column B and Section II.)
ADD a new degree or major or concentration or option or minor or interdisciplinary studies program. (Complete Section I-Column B, Section II, and Section III-Column B.)

MAJOR CHANGES

CHANGE the name of an existing department and/or college. (Complete Section I-Column A, only changed item(s) in Section I-Column B, and Section II.)
CHANGE the name of a degree or major or concentration or option or minor or interdisciplinary studies program. (Complete Section I-Column A, only changed item(s) in Section I-Column B, and Section II.)
☒ CHANGE the curriculum requirements of an approved major or concentration or option or minor or interdisciplinary studies program involving a sum total of 7 or more credits. (Complete Section I-Column A, Section II, Section III-Column A, and only changed item(s) in Section III-Column B.)
CHANGE AUCC Category 4 requirements of an approved major or concentration. (Complete Section I-Column A, Section II, Section III-Column A, and only changed item(s) in Section III-Column B.)
DROP a degree or major or concentration or option or minor or interdisciplinary studies program and requirements. (Complete Section I-Column A and Section II.)

MINOR CHANGES

☒ CHANGE the curriculum requirements of an approved major or concentration or option or minor or interdisciplinary studies program involving a sum total of less than 7 credits. (Complete Section I-Column A, Section II, Section III-Column A, and only changed item(s) in Section III-Column B.)
CHANGE courses and/or group requirements from freshman/sophomore year to junior/senior year or vice versa in an approved major or concentration or option or minor or interdisciplinary studies program. (Complete Section I-Column A, Section II, Section III-Column A, and only changed item(s) in Section III-Column B.)

SECTION I

A. PRESENT NAME

B. REQUESTED NAME

Liberal Arts
FLI
COLLEGE
DEPARTMENT
MAJOR
UNDERGRADUATE CONCENTRATION/
GRADUATE SPECIALIZATION
OPTION
MINOR
Italian Studies Interdisciplinary Minor
INTERDISCIPLINARY STUDIES PROGRAM
DEGREE

EFFECTIVE DATE (TERM AND YEAR) REQUESTED Fall 2012 Spring 2014

SECTION II-JUSTIFICATION FOR REQUEST

Changing economic and political climates have focused increased attention on Italian history, politics and culture. At CSU we currently work with a number of students who pursue coursework with a focus on Italy. However, these students, many of whom have spent up to one year abroad and have worked to enhance the study of Italy by forming clubs and movie nights, have no tangible evidence of their work in this area. The interdisciplinary minor will open more focused directions for the interested students. With faculty expertise in Italian History, Art, Music, and Southern European political science and Italian language, literature and culture, the Italian interdisciplinary minor will permit students to organize their plans of study around a specific minor program.

SECTION III (SEE PG. 2)

SECTION IV-SIGNATURES OF AFFECTED DEPARTMENTS (SEE PG. 3)

CHANNELS FOR APPROVAL

DATE

Department Head Teal MacIntyre 5/6/13
Chairperson* W. J. Hughes 6/11/13
Chairperson, College
Curriculum Committee
Dean of
College* Carlynn 5/14/13

*Signature indicates approval and a commitment of resources.

CURRICULUM & CATALOG USE

Approval Date

Comm. On Scholarship, Research, and
Graduate Education (CoSRGE)

University Curriculum Committee

Faculty Council

Approved Effective Date

12/6/13
FEB 04
SP 14

SECTION III-LISTING OF CURRICULUM REQUIREMENTS

A. For EXISTING PROGRAMS ONLY, contact Curriculum and Catalog to request a current program of study, which will be pasted below in this column for you.
Curriculum and Catalog: 1-1451 or 1-1578.

B. For NEW PROGRAMS, put the ENTIRE NEW PROGRAM below in this column.

For changes to EXISTING PROGRAMS, LIST ONLY PROPOSED CHANGES (CHANGES, DROPS, AND ADDS). (For examples, see Appendices in the *Curricular Policies and Procedures Handbook*.)

INCLUDE: Course subject code, number, title, number of credits, and AUCC designation (if appropriate). Note superscript "P" after course number if course has a prerequisite.

College of Liberal Arts
Department of Foreign Languages and Literatures
Italian Studies Interdisciplinary Minor

Effective Fall 2009
UCC 1/23/09

Course	Title	Cr
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The University Interdisciplinary Program in Italian Studies includes courses in English, History and Language. A minimum of 25 credits is required for the program. Students must take courses in at least three disciplines and at least three credits at the upper division level. Upon completion, the Interdisciplinary Program in Italian Studies will be recorded on students' academic record.

Core Language Courses (select at least 16 credits)

LITA 105 ^P	First-Year Italian I	5
LITA 107 ^P	First-Year Italian II	5
LITA 200 ^P	Second-Year Italian I	3
LITA 201 ^P	Second-Year Italian II	3
LITA 328A ^P	Italian Oral and Written Communication—Abroad	3
LITA 328B ^P	Approaches to Italian Literature—Abroad	3
LITA 328C ^P	Issues in Italian Culture—Abroad	3

Group A Select a minimum of one course from the following:

ART 110	Art History I	3
ART 417 ^P	Roman Art	3
ART 420 ^P	Travel Abroad—Art History in Italy	3
LB 170	World Literatures to 1500	3
LITA 365	Studies in Foreign Film—Italian	3
MU 100	Music Appreciation	3
MU 131	Introduction to Music History and Literature	3
MU 334 ^P	Music History I	3
MU 335 ^P	Music History II	3

Group B Select a minimum one course from the following:

E 452 ^P	Masterpieces of European Literature	3
HIST 101	Western Civilization, Modern	3
HIST 302 ^P	Roman Empire	3
HIST 310 ^P	Medieval Europe	3
HIST 317 ^P	Renaissance and Reformation Europe	3
HIST 326 ^P	European Biography	3
HIST 328 ^P	Modern Europe 1815-1914	3
HIST 329 ^P	Europe in Crisis: 1914-41	3
HIST 333 ^P	Contemporary Europe	3
HIST 334 ^P	European Culture in the 20 th Century	3
HIST 337 ^P	Modern Italy: Politics, Society, and Culture	3

Group C Select a minimum of one more course from Group A or Group B

PROGRAM TOTAL = 25 credits

^P This course has at least one prerequisite. Check the Courses of Instruction section of the catalog or <http://catalog.colostate.edu/> to see the course prerequisites.

* Additional course work may be required because of prerequisites.

¹ Students may select this course with permission of advisor and instructor department chair.

² Students may petition to include up to 12 credits of coursework from outside the courses listed here. To count towards the completion of the Interdisciplinary Minor in Italian Studies, 30 percent or more of the class content should focus on Italy. Students must submit a syllabus to the Foreign Languages and Literatures Department for each proposed class. If students have already completed the course, they must include a brief description of individual work completed in addition to the syllabus.

Core Language Courses

LITA 105	First-Year Italian I	5
LITA 107 ^P	First-Year Italian II	5
LITA 200 ^P	Second-Year Italian I	3
LITA 201 ^P	Second-Year Italian II	3
LITA 250 ^P	Ital. Lit. & Culture in Translation	3
LITA 296 ^P	Group Study (with permission)	3

Italian Language Total

LITA 200 and 201 and a total credit minimum of 9

Upper-Division Electives

Select a minimum of four courses from two different subject codes from the following:

ART 412 ^P	Renaissance Art	3
ART 417 ^P	Roman Art	3
ART 420 ^P	Travel Abroad – Art History in Italy	3
E 452 ^P	Masterpieces of European Literature	3
HIST 302 ^P	Roman Empire	3
HIST 310 ^P	Medieval Europe	3
HIST 317 ^P	Renaissance and Reformation Europe	3
HIST 326 ^P	European Biography	3
HIST 328 ^P	Modern Europe: 1815-1914	3
HIST 329 ^P	Europe in Crisis: 1914-1941	3
HIST 333 ^P	Contemporary Europe	3
HIST 334 ^P	European Culture in the 20 th Century	3
HIST 337 ^P	Modern Italy: Politics, Society, Culture	3
LITA 365	Studies in Foreign Film	3
MU 334 ^P	Music History I	3
MU 335 ^P	Music History II	3

Upper-Division Total (minimum)

12

PROGRAM TOTAL (minimum)

21

Students must receive a grade of C or better for the course to count towards the program total.

^P This course has at least one prerequisite. Check the Courses of Instruction section of the catalog or <http://catalog.colostate.edu/front/courses-of-instruction.aspx> to see the course prerequisites.

* Includes additional HIST courses and restructuring, plus footnote per emails from P. Malpezzi = Price, 4/4/13, FMB]

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SECTION IV – SIGNATURES OF AFFECTED DEPARTMENTS

(Required before consideration by University Curriculum Committee)

Affected departments include any department outside the home department, whose course is used in the program. Affected departments might also include other departments offering a program with similar or overlapping content.

This proposal for a curricular change or addition of a program of study has been reviewed and agreed to by the following departments affected by the changes.

Signature	<i>Janie C. Mergely</i>	History	5/7/2013
	<i>[Signature]</i>	Department	Date
Signature	<i>[Signature]</i>	Art	5/7/13
		Department	Date
Signature	<i>Jocann Reid</i>	English	5/7/13
		Department	Date
Signature		Music	
		Department	Date

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BAGENCATL

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JUN 3 2013

College of Liberal Arts
Department of Foreign Languages and Literatures
Italian Studies Interdisciplinary Minor

Effective Spring 2014

(The entire program is shown. Deletions are in ~~strikeout~~; additions are in underline.)

<u>Course</u>	<u>Title</u>	<u>Cr</u>
The University Interdisciplinary Program in Italian Studies includes courses in English, History and Language. A minimum of 25 credits is required for the program. Students must take courses in at least three disciplines and at least three credits at the upper-division level. Upon completion, the Interdisciplinary Program in Italian Studies will be recorded on students' academic record. A grade of C or better is required in each course that will count toward the interdisciplinary minor.		

Core Language Courses (select at least 16 credits)

<i>Students must complete LITA 200 and LITA 201, and at least an additional 3 credits, for a minimum total of 9 credits.¹</i>		
LITA 107 ^P	First-Year Italian II ¹	5
LITA 200 ^P	Second-Year Italian I ¹	3
LITA 201 ^P	Second-Year Italian II ¹	3
LITA 296	Group Study—Italian ²	3
LITA 328A ^P	Italian Oral and Written Communication—Abroad	3
LITA 328B ^P	Approaches to Italian Literature—Abroad	3
LITA 328C ^P	Issues in Italian Culture—Abroad	3
TOTAL		9

Upper-Division Electives (12-credit minimum)³

<i>Students must select a minimum of four courses from at least three different subject codes for a minimum total of 12 credits from the following:</i>		
ART 412 ^P	History of Renaissance Art*	3
ART 417 ^P	Roman Art*	3
ART 420 ^P	Travel Abroad—Art History in Italy*	3
E 452 ^P	Masterpieces of European Literature*	3
HIST 301 ^P	Roman Republic*	3
HIST 302 ^P	Roman Empire*	3
HIST 304 ^P	Women in Ancient Greece and Rome*	3
HIST 308 ^P	Ancient Christianity to 500 A.D.*	3
HIST 309 ^P	Medieval Christianity, 500-1500*	3
HIST 310 ^P	Medieval Europe*	3
HIST 312 ^P	Women in Medieval Europe*	3
HIST 317 ^P	Renaissance and Reformation Europe*	3
HIST 320 ^P	Women and Gender in Europe, 1450-1789*	3
HIST 328 ^P	Modern Europe 1815-1914*	3
HIST 329 ^P	Europe in Crisis: 1914-41*	3
HIST 333 ^P	Contemporary Europe*	3
HIST 334 ^P	European Culture in the 20 th Century*	3
HIST 337 ^P	Modern Italy: Politics, Society, and Culture*	3
HIST 339 ^P	World War II in Europe*	3
LITA 365	Studies in Foreign Film—Italian	3
MU 334 ^P	Music History I*	3
MU 335 ^P	Music History II*	3
TOTAL		12

Group A: Select a minimum of one course from the following:

ART 110	Art History I	3
ART 417 ^P	Roman Art	3
ART 420 ^P	Travel Abroad—Art History in Italy	3

<u>Course</u>	<u>Title</u>	<u>Cr</u>
LD 170	World Literatures to 1500	3
LITA 365	Studies in Foreign Film—Italian	3
MU 100	Music Appreciation	3
MU 131	Introduction to Music History and Literature	3
MU 334^p	Music History I	3
MU 335^p	Music History II	3
Group B Select a minimum one course from the following:		
E 452^p	Masterpieces of European Literature	3
HIST 101	Western Civilization, Modern	3
HIST 302^p	Roman Empire	3
HIST 310^p	Medieval Europe	3
HIST 317^p	Renaissance and Reformation Europe	3
HIST 326^p	European Biography	3
HIST 328^p	Modern Europe 1815-1914	3
HIST 329^p	Europe in Crisis: 1914-41	3
HIST 333^p	Contemporary Europe	3
HIST 334^p	European Culture in the 20th Century	3
HIST 337^p	Modern Italy: Politics, Society, and Culture	3
Group C Select a minimum of one more course from Group A or Group B		
PROGRAM TOTAL = 25 21 credits		

^p This course has at least one prerequisite. Check the Courses of Instruction section of the catalog or <http://catalog.colostate.edu/> to see the course prerequisites.

* Additional course work may be required because of prerequisites.

¹ A total of nine credits in Italian language courses may be counted toward the core language requirement. Students must complete Italian language courses or test out through the level of LITA 201 for the interdisciplinary minor. Students testing out or placing at a level higher than LITA 201 should see the minor advisor and department chair to fulfill all 21 credits needed for the minor.

² Students may select this course with permission of advisor and department chair.

³ Students may petition to include up to 12 credits of upper-division (300- to 400-level) coursework from outside the courses listed here. To count towards the completion of the Interdisciplinary Minor in Italian Studies, 30 percent or more of the class content should focus on Italy. Students must submit a syllabus to the Foreign Languages and Literatures Department for each proposed class. If students have already completed the course, they must include a brief description of individual work completed in addition to the syllabus.

MEMORANDUM

Date: April 16, 2014

TO: Tim Gallagher, Chair
Executive Committee and Faculty Council

FROM: Carole Makela, Chair
University Curriculum Committee

Subject: Proposed Revisions to the *General Catalog* – Enrollment Status

The University Curriculum Committee submits the following motion:

MOVED, THAT THE FACULTY COUNCIL ADOPT THE PROPOSED ADDITION OF THE ENROLLMENT STATUS LANGUAGE IN THE *GENERAL CATALOG* TO BE EFFECTIVE FALL 2014 AS FOLLOWS:

A request to up-date the Enrollment Status language in 2014-2015 General Catalog as approved. *Section 1.7, page 2, 2014-2015 General Catalog, Full-Time/Half-Time Enrollment Status section.*

New Catalog Copy

Enrollment Status

Enrollment status at CSU (full-time, three-quarter time, half-time, less-than-half time) is determined by the number of credits which the student has completed or is pursuing for the term in which the verification is requested. Credits from which the student has withdrawn or is auditing are not included. (The following schedule for enrollment status differs from the full-time/part-time schedule for tuition and fees. Groups such as Co-op programs may have a different definition of enrollment status and should be verified with the program. Details may be found at www.registrar.colostate.edu/tuition-fees). Credit requirements are as follows:

Fall/Spring Semesters:

Undergraduates

Full-time	12 or more credits
Three-quarter time	9-11 credits
Half-time	6-8 credits
Less-than-half time	5 credits or less

Graduate Students

Full-time	9 or more credits
Three-quarter time	7-8 credits
Half-time	5-6 credits
Less-than-half time	4 credits or less

Summer Session:

Undergraduates

Full-time	6 or more credits
Three-quarter time	5 credits
Half-time	3-4 credits
Less-than-half time	2 credits or less

Graduate Students

Full-time	5 or more credits
Three-quarter time	4 credits
Half-time	3 credits
Less-than-half time	2 credits or less

For verification of enrollment status go to www.ramweb.colostate.edu and click on "Enrollment Verification Certificate." For more information, go to www.registrar.colostate.edu/enrollment-verification.

RATIONALE:

Recently, the U.S. Department of Education's Federal Student Aid (FSA) office issued a Dear Colleague Letter (DCL) and an Electronic Announcement regarding changes they are making to the enrollment reporting process. One of the pending changes adds the ability to officially report the three-quarter time enrollment criteria. This has been an existing status for students on Federal Financial Aid and now is an available status for all students in reporting and will be officially reported via the National Student Clearinghouse as well as reflected on the students Enrollment Certificate.

This new category will help other student populations such as Veterans receiving Education Benefits (GI Bill), sponsored students, etc. who are allowed to receive money based on a three-quarter time status. Additionally, adding the existing definition of less-than-half time status will be more transparent to students as how their enrollment status is being reported to The National Student Clearinghouse.

Reference: <http://www.studentclearinghouse.org/colleges/files/EnrollmentReportingQ-A.pdf>

Old Catalog Copy**Full-Time/Half-Time Enrollment Status**

Enrollment status (full-time, half-time) is determined by the number of credits which the student has completed or is pursuing for the term in which the verification is requested. Courses from which the student has withdrawn or is auditing are not included. (The following schedule for enrollment status differs from the full-time/part-time schedule for tuition and fees. Details may be found at www.registrar.colostate.edu/tuition-fees) Credit requirements are as follows:

Fall/Spring Semesters:

Undergraduates

Full-time	12 or more credits
Half-time	6-11 credits

Graduate Students

Full-time	9 or more credits
Half-time	5-8 credits

Summer Session:

Undergraduates	
Full-time	6 or more credits
Half-time	3-5 credits
Graduate Students	
Full-time	5 or more credits
Half-time	3-4 credits

For verification of enrollment status go to www.ramweb.colostate.edu and click on "Enrollment Verification Certificate." For more information, go to www.registrar.colostate.edu/enrollment-verification.

Reviewed By:

Chris Seng, Registrar
D Tobiassen Baitinger, Associate Registrar
Tom Biedscheid, Director of Student Financial Services
Joe Donlay, Associate Director of Student Financial Services
Dr. Jodi Hanzlik, Dean of the Graduate School

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MEMO

To: Tim Gallagher, Chair, Faculty Council; Mary Stromberger, Chair-elect, Faculty Council;

From: Mark Zabel, Chair, CoSRGE

CC: Debbie Sheaffer, CoSRGE Staff

Date: April 18, 2014

RE: Graduate Certificate Program

THE COMMITTEE ON SCHOLARSHIP, RESEARCH AND GRADUATE EDUCATION MOVED on April 3, 2014 THAT FACULTY COUNCIL ADOPT THE REVISIONS TO Section E: "Graduate Study" of the Graduate and Professional Bulletin. The Graduate Certificate Program will be inserted as E.6 "Graduate Certificate Program". The current E.6 will move to E.7 and so on for the rest of this section.

Please note the language: additions underlined

E.6 Graduate Certificate Program

- a. Graduate Certificates history/future context
 - i. Colorado Department of Higher Education has indicated that CSU's statutory role and mission permits it to offer "Graduate Certificates" for a series of graduate courses taken by post-baccalaureate students.
 - i. HLC requires that all CSU credit-based credentials are approved through the curricular process.
 - ii. Only the University, as an institution, will officially award Graduate Certificates. All certificates will be titled and recorded as "Graduate Certificate in (name of certificate program)" on the transcript upon completion of the Graduate Certificate requirements.
 - iii. Only Graduate Certificates approved through the curricular process can be advertised and awarded. No unit on campus shall advertise Graduate Certificates not approved through the curricular process.
 - iv. With the creation of transcripted credit bearing Graduate Certificates, certificates of completion for credit bearing courses will cease to exist; however, students enrolled in such programs will be allowed to complete their programs. Certificates of Completion for non-credit bearing courses may continue.
- b. Principles
 - i. General
 - 1. Students must have proof of an official undergraduate baccalaureate or equivalent degree to enroll in a Graduate Certificate program.

2. Matriculated/graduate degree seeking students and guest/non-degree seeking graduate students (guests) may participate in Graduate Certificate programs.
 3. Graduate courses must be taken at CSU and specifically identified as fulfilling requirements for the Graduate Certificates. Courses may not be transferred in from another institution as part of a Graduate Certificate. There will be no course waivers or substitutions to meet certification requirements.
 4. Graduate Certificates must be completed within 10 years. Courses to be applied toward fulfilling the requirements for a Graduate Certificate must have been registered for and completed within the 10 years immediately preceding the date of completion of requirements for the certificate.
 5. For conferral purposes, a student's GPA for the cumulative Graduate Certificate coursework must be a minimum of 3.0.
 - a. Students must earn a minimum of a "C" in all certificate work.
 - b. Students may not take a course more than twice during the certificate process in order to enhance their grade for the course or GPA for the overall certificate.
 6. Graduate courses completed as an undergraduate may not be applied toward a Graduate Certificate per CDHE's ruling.
- ii. Degree seeking/matriculated students
1. Will be eligible for a transcribed Graduate Certificate whether the certificate credits are offered within the required coursework or outside of it.
 2. If a second or subsequent Graduate Certificate is earned, it must be earned with credits beyond those required in the first Graduate Certificate.
 - a. No graduate courses can be counted toward more than one Graduate Certificate.
 - b. The Graduate Certificate coursework may count toward the degree if it meets the curriculum requirements of the degree. Not all Graduate Certificate coursework will meet the requirements for a graduate degree.
- iii. Non-degree seeking (guest) students
1. May apply for admission to a graduate degree program; however,
 - a. successful completion of the course(s) within a Graduate Certificate or the award of a Graduate Certificate does not guarantee admission to a graduate degree program.
 - b. Courses completed as part of a Graduate Certificate may be applied to the degree if the courses meet the degree requirements. Not all Graduate Certificate coursework will meet the requirements for graduate degrees.
 2. If a student chooses to apply to a graduate program after completing a Graduate Certificate, the Graduate Certificate will be indicated as such on the student's transcript. The Graduate Certificate coursework may

count toward the degree if it meets the curriculum requirements of the degree, and program and Graduate School approval. Once a student earns a Graduate Certificate s/he will retain it (with the exception of violation of academic integrity or other similar violations) upon matriculation into a graduate program. Please note: only graduate coursework with grades of "B" or better included in Graduate Certificates has the potential to be considered as fulfilling the requirements, in part, of a CSU graduate degree.

D. Graduate Certificate standards and development process

a. Standards

- i. 9 graduate credit *minimum*, 15 credit *maximum* in regular (00-79) credit bearing courses at the 500 level or above. Departments proposing a Graduate Certificate with 16 or more credits must provide a compelling reason to the University Curriculum Committee (UCC) to exceed the standard.
 1. Guest students who have completed a Graduate Certificate (GC) that includes more than 9 credits may petition to apply all GC credits (with grades of B or better) into a graduate degree program if the credits meet the curricular requirements of the graduate degree program and the department approves.
- ii. All Graduate Certificate coursework must be traditionally graded.
- iii. The Graduate Certificates must meet the following standards:
 1. Include a coherent academic experience from 9-15 credits that has a stand-alone professional or marketable value.
 2. Denote a knowledge base or skill set from one or more subject codes in an area with intrinsic significance.
 3. Meet recognized criteria for a legitimate educational experience through the CSU curricular review process.
 4. Have a different name than degree programs, specializations, or interdisciplinary studies programs.
- iv. Academic units that wish to convert Graduate Certificates of Completion to meet the criteria of Graduate Certificates must submit a Graduate Certificate proposal through the curricular review process. Current Graduate Certificates of Completion for credit bearing coursework will not be grandmothers; certificates of completion for credit bearing coursework will cease to exist once the Graduate Certificate is approved; however, students enrolled in such program will be permitted to complete their programs.
 1. Each academic unit that offers a Graduate Certificate is responsible for its accurate description
 2. The Graduate School and the requirements of the Graduate and Professional Bulletin policies will apply unless indicated otherwise.
- v. Certificate development process

1. If requesting resources, the Graduate Certificates request must go through Phase 0, 1, and 2 of the New Program Development Process.
 - a. Upon approval of the COD and Provost, the Graduate Certificates will be referred for consideration to the following bodies: College Curriculum Committee(s) (CCC), CoSRGE, CoSFP, UCC, FC.
2. To propose a Graduate Certificate that does not require new resources, the steps followed will be identical to the process used to propose a specialization within a graduate degree. As in the specialization process, the Graduate Certificates will be considered by the following bodies: the appropriate College Curriculum Committee(s), CoSRGE, UCC, and FC.
 - a. Proposers will be required to include the following information on the designated form:
 - i. Name of Graduate Certificate
 - ii. Name of academic unit proposing
 - iii. Course subject codes, numbers, names, credits, total number of credits proposed for inclusion
 - iv. Rationale for courses to be packaged as a Graduate Certificate.
Please address:
 1. Target audience
 2. Nature of the coherent academic experience that has a stand-alone professional or marketable value
 3. Inherent knowledge base or skill set in an area with an intrinsic significance
 - v. Appropriate signatures from:
 1. Academic units
 - a. Proposing and those whose courses are included
 2. Department head and college curricular committee

E. Student Graduate Certificate application and conferral process

a. General

- i. Degree seeking/matriculated and non-degree seeking/guest students must apply and be admitted into a Graduate Certificate program so they can be identified and tracked.
 1. Degree seeking students must meet and maintain the conditions required to be enrolled as a graduate student at CSU.
 2. Non-degree seeking/guest students are required to have an undergraduate degree. There are no other general admission policy requirements; however, individual programs may impose additional restrictions.
 - i. If students are not continuously enrolled in the certificate program, they must reapply.
- ii. Graduate Certificates will be conferred on the same dates that degrees are conferred. Refer to the degree conferral policy in the CSU General Catalogue. Conferral only occurs three times each year, after the conclusion of the fall, spring, and summer terms. The conferral date is the date which will be posted on the official transcript

- b. Matriculated/degree-seeking students
 - i. must apply for the Graduate Certificate to be conferred during the semester in which they complete the final credits of the Graduate Certificate or after, as long as they are enrolled at CSU in their degree program. The Graduate Certificate conferral application deadline will be posted on the GS website for each term. Students must be admitted to the Graduate Certificate program and enrolled at CSU the semester they complete the Graduate Certificate. Upon completion of the Graduate Certificate and appropriate forms, it may be transcribed at the next degree conferral date.
- c. Non-degree seeking/guest students
 - i. must apply for Graduate Certificates to be conferred during the semester in which they complete the final coursework of the Graduate Certificates. The Graduate Certificate conferral application deadline will be posted on the GS website for each term. Once a student is no longer enrolled at CSU s/he may no longer apply for or be awarded the Graduate Certificate.

F. Administrative issues

- a. Graduate Certificates will be printed through a process created by the Registrar's Office and Graduate School. No other units, under any circumstances, will be authorized to print Graduate Certificates.
- b. Only academic and special academic units can bring Graduate Certificate proposals forward.
- c. Other issues and requirements:
 - i. An application fee will be required to support program operations.
 - ii. The requirements for any academic program including Graduate Certificates offered by the University must be described accurately and completely in any and all forms of communication with students, prospective students, and the public. This includes both printed and electronic documents, including Web sites, brochures, student handbooks, advising check sheets and the General Catalog. The requirements shall be described accurately and completely as they have been approved by CoSRGE, University Curriculum Committee and Faculty Council. Any program of study that leads to an academic credential conferred by the University is covered by this requirement, including undergraduate and graduate degrees, concentrations, specializations, Graduate Certificates, minors, options, and interdisciplinary studies programs. Department heads and chairs (or the responsible individual for other academic units) are responsible for ensuring that all such communications comply with this policy.

Rationale:

A certificate is a directed academic qualification used to identify the successful completion of a focused area of study deemed important to a student's career objectives. The transcribed Graduate Certificate

focuses on a specific group of courses that have a stand-alone professional or marketable value which enhances the student experience.

The certificate credential consists of a minimum 9 credits and a maximum of 15 credits of graduate level courses. Students must earn a cumulative GPA of 3.000 or better in the courses required in the Graduate Certificate to receive the credential.

Students must have completed their baccalaureate degree prior to applying for a Graduate Certificate. The certificate is awarded at the end of each semester along with degree conferrals.

Date: April 17, 2014
 To: Tim Gallagher, Chair Faculty Council
 From: David Greene, Chair
 Committee on Responsibilities and Standing of Academic Faculty
 Subject: Proposed revision to Section D.2.1 Benefits Committee, D.5 Appointments & D.7 Conditions of Employment of the *Manual*

The Committee on Responsibilities and Standing of Academic Faculty

MOVES, THAT Section D.2.1 Benefits Committee, D.5 Appointments & D.7 Conditions of Employment OF THE *ACADEMIC FACULTY AND ADMINISTRATIVE PROFESSIONAL MANUAL* BE REVISED AS FOLLOWS:

Please note the language: additions underlined, deletions ~~overscored~~.

D.2.1 Benefits Committee (~~last revised June 23, 2010~~)

The Benefits Committee advises the University administration regarding benefit programs for faculty and administrative professionals. The Benefits Committee consists of four (4) faculty members, four (4) administrative professionals, a retired faculty member or administrative professional, and the Chair of the Classified Personnel Council as an *ex officio* non-voting member. At least one (1) representative of the faculty and one (1) representative of the administrative professionals shall be elected each year. Each representative on the Benefits Committee shall serve a three (3) year term. The retired faculty or administrative professional shall serve a three (3) year term and shall be appointed by the Provost, based on nominations from retirees. Faculty members shall be nominated by the Faculty Council Committee on Faculty Governance who shall provide nominees for election by the Faculty Council. Administrative professionals shall be elected by the Administrative Professional Council. Terms of office shall begin on July 1. The Chair of the Benefits Committee shall present an annual report to Faculty Council and the Administrative Professional Council.

D.5.3 Appointments of Administrative Professionals (~~last revised June 22, 2006~~)

D.5.3.1 Types of Appointments (~~last revised March 19, 2002~~)

~~Administrative professional appointments may be regular full-time, regular part-time, special full-time, special part-time, or temporary. Full-time appointments are used for full-time nine (9) or twelve (12) month appointments, and part-time appointments are used for appointments of less than full-time, but at least half-time (0.5). For regular and special appointments, no termination date need be stated on an appointment form since such appointments are "at-will" (see Section D.5.6), and the inclusion of any termination date on such forms is for administrative convenience only. Special appointments are normally used when positions are supported by sponsored programs or when funds are available only for the duration of the specific assignment. Regular and special administrative professional appointees receive the same benefits as regular and special academic appointees (see Section G). Temporary appointments are used for full-time~~

and part-time appointments of less than nine (9) or twelve (12) months and for all part-time appointments less than half time (0.5). Temporary appointees are eligible for privileges and benefits as defined in Section G. Temporary appointees of half time (0.5) or greater are eligible for sick leave (see Section F.3.2) after one (1) year of employment.

Administrative professional appointments are at-will, regardless of whether an end date is indicated on an appointment form, and may be made as follows:

- a. Regular: 9-month or 12-month appointments may be either full-time or part-time of at least half-time or greater without a fixed termination date. Part time appointments of half-time or greater earn benefits equal to those of full-time appointees of the same type.
- b. Special: Appointments without a specified ending date, or with a specified end date, for positions supported by sponsored programs or when funds are available only for a specified duration. A special appointment may be either full-time or part-time of at least one-half time or greater and the same benefits accrue as for regular appointments of the same type.
- c. Temporary: Full-time and part-time appointments of less than 9 or 12 months and all part-time appointments of less than half time.

For benefits information for all appointment types, see the Human Resources Manual, section 2 and the Administrative Professional Benefits and Privileges Handbook.

D.7.7.3 Disclosure of Conflicts of Interest When Substantial Discretionary Functions are Exercised *(last revised June 23, 2010)*

The Board deems such an interest to exist if a person or a member of his or her immediate family² is affiliated with an external organization and (1) is an officer, director, trustee, partner, agent, or employee of the organization; (2) is either the actual or beneficial owner of more than five (5) percent of the stock or controlling interest of the organization; or (3) has any other direct or indirect dealings with the organization from which the person or family member knowingly is materially benefited by receiving, directly or indirectly, cash or other property (exclusive of dividends and interest) in excess of the amount specified by the *Board Manual of Policies and Procedures*.

² "Immediate Family" includes the employee's spouse, domestic partner (as defined by the University policy and implemented by Human Resource Services under the University's benefits plan) or civil union partner (as defined in C.R.S. §14-15-103) and legal dependents (as defined by the Internal Revenue Code). "Spouse" means a person who is legally married to an Eligible Employee, including a common-law spouse or same-gender spouse when the applicable jurisdiction's law recognizes such marriages.

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Rationale: Appointment definitions and conflict of interest related to benefits - necessary changes provided by Human Resources Service Center and Policy and Compliance Office.

Date: April 17, 2014
 To: Tim Gallagher, Chair Faculty Council
 From: David Greene, Chair
 Committee on Responsibilities and Standing of Academic Faculty
 Subject: Proposed revision to Sections Appendix 3 Family Medical Leave Policy of the *Manual*
The Committee on Responsibilities and Standing of Academic Faculty

MOVES, THAT Section Appendix 3 Family Medical Leave Policy OF THE *ACADEMIC FACULTY AND ADMINISTRATIVE PROFESSIONAL MANUAL* BE REVISED AS FOLLOWS:

Please note the language: additions underlined, deletions ~~oversecored~~.

APPENDIX 3: FAMILY MEDICAL LEAVE POLICY *(last revised August 2, 2013)*

Introduction

Colorado State University (CSU) recognizes that its faculty and staff strive to balance the responsibility of their work and personal lives. This Family Medical Leave Policy is designed to support those efforts and to comply with the provisions of the Family Medical Leave Act of 1993 (FMLA), as later amended, and applicable implementing regulations including the State of Colorado's Family Care Act (FCA)¹. Much of the language in Appendix 3 is taken from the FMLA of 1993 and later amendments as of ~~March~~ August 2013 and the FCA, which is effective August 2013.

This Appendix provides rules and guidance for the use of Family Medical Leave (hereinafter referred to as "FM Leave" for these needs. Additional procedures, guidelines and forms for applying for FM Leave, recording the use of such leave in the university's HR system, and working with employees to assure that this policy is correctly and consistently followed, are prescribed by Human Resources.

FM Leave is not a form of paid leave; it is a job protection benefit afforded by the university in accordance with the law. In order for any period of FM Leave to be taken as paid leave, the employee must concurrently use another type of accrued leave, such as sick or annual leave, in accordance with the university's policies and procedures for that type of leave. If an employee is entitled to FM Leave but has insufficient accrued, applicable, paid leave benefits available for the full period of absence, then the remaining period of FM Leave will be unpaid.

Covered Appointment/Employee Types

All CSU appointment/employee types other than State Classified personnel, including those with faculty, administrative professional, graduate assistant, veterinary resident, post-doctoral fellow, veterinary or clinical psychology intern, student or non-student hourly appointments (including work study), or a combination thereof, are covered by this policy and are eligible for Family Medical Leave ~~(hereinafter referred to as "FM Leave")~~ in accordance with the criteria listed

below under "Eligibility." FM Leave policies for State Classified employees are contained in the procedures adopted by the Executive Director of the State Department of Personnel and Administration.

Eligibility

Any CSU faculty member or employee, other than State Classified personnel, who has been appointed or employed at CSU for at least twelve (12) months and who has worked at least 1040 hours during the twelve (12) months immediately preceding the commencement date of the leave (hereinafter referred to as an "Eligible Employee") is eligible for FM Leave under this policy for the purposes set forth below under "Entitlement to FM Leave." The appointment or employment may have been in one (1) or any combination of the covered appointment/employment categories listed above. Faculty members with regular, special, or senior teaching nine (9) month appointments of half-time (0.5) or greater and administrative professionals with regular or special nine (9) month appointments of half-time or greater are deemed to meet the 1040 hour standard, assuming that all other eligibility criteria are met.

~~Throughout Appendix 3, the term "Child" shall include biological children, adopted children, foster children, stepchildren, and legal wards of either the Eligible Employee or the Eligible Employee's spouse or domestic partner, as well as any person for whom either the Eligible Employee or the Eligible Employee's spouse or domestic partner is standing in loco parentis, provided that the "Child" is under eighteen (18) years of age and/or is incapable of self-care because of a mental or physical disability.~~

As used in this Appendix 3, the following definitions shall apply:

- a. "Spouse" means a person who is legally married to an Eligible Employee, including a common-law spouse or same-gender spouse when the applicable jurisdiction's law recognizes such marriages.
- b. "Child" includes biological children, adopted children, foster children, stepchildren, and legal wards of either the Eligible Employee or the Eligible Employee's Spouse, domestic partner, or civil union partner, as well as any person for whom either the Eligible Employee or the Eligible Employee's Spouse, domestic partner or civil union partner is standing in loco parentis, provided that the child is under eighteen (18) years of age and/or is incapable of self-care because of a mental or physical disability.
- c. "Domestic partner" has the meaning defined under the University's benefits plan.
- d. "Civil union partner" has the meaning defined in C.R.S. §14-15-103.

Entitlement to Family Medical Leave

An Eligible Employee is entitled to up to twelve (12) work weeks of FM Leave during a rolling twelve (12) month year that begins on the first date the Eligible Employee uses FM Leave. These twelve (12) work weeks of FM Leave do not need to be consecutive. The Eligible Employee is not expected to "make up" the time taken as FM Leave. FM Leave may be taken for any one (1) or a combination of the following reasons:

- a. The birth of a Child to the Eligible Employee or the Eligible Employee's spouse, domestic partner or civil union partner and care for the newborn Child. In this case, the FM Leave must be completed within twelve (12) months of the date of birth.
- b. The placement of a Child for adoption or foster care with the Eligible Employee or the Eligible Employee's spouse, domestic partner or civil union partner and care for the newly placed Child. In this case, the FM Leave must be completed within twelve (12) months of the date of placement.
- c. Care for a spouse, domestic partner, civil union partner, Child, or parent with a serious health condition.
- d. Inability of the Eligible Employee to perform one or more of the essential functions of his or her position because of his or her serious health condition.

Entitlement to Military Family Leave

An Eligible Employee may take Military Family Leave for a Spouse, domestic partner, civil union partner, Child, or parent on covered active duty or called to active duty status with the Armed Forces due to a "Qualifying Exigency," which is defined as one (1) of the following situations:

- a. Advance notice of deployment that is one week or less.
- b. Military events or related activities.
- c. Urgent (as opposed to recurring or routine) childcare/school activities necessitated due to military service.
- d. Exigent financial or legal tasks to deal with the family member's call to active duty.
- e. Counseling for the Eligible Employee or a Child which is ~~not otherwise covered by FM Leave provided by someone other than a healthcare provider if the need for the~~ counseling arises from the covered active duty of a military family member.
- f. Spending time with the service member on rest and recuperation breaks during deployment.
- g. Post-deployment activities.
- h. Other situations arising from the call to duty, as agreed upon by the Eligible Employee and his or her supervisor.

Note: The employee taking FMLA qualifying exigency leave does not need to be related to the military member's child. However, (1) the military member must be the parent, spouse, domestic partner, civil union partner, or child of the employee taking FMLA leave, and (2) the child must be the child of the military member (including a child to whom the military member stands *in loco parentis*).

Entitlement to Military Caregiver Leave

An Eligible Employee who is the spouse, domestic partner, civil union partner, Child, parent, or next of kin of a service member in the Armed Forces is entitled to up to twenty-six (26) work weeks of Military Caregiver Leave during a rolling twelve (12) month year to care for the service member if he or she becomes seriously injured or ill in the line of duty. The service member must be undergoing medical treatment, recuperation, or therapy; be in outpatient care; or be on the temporary disability retired list. In addition to service members, this provision applies to a veteran undergoing medical treatment, recuperation, or therapy for an injury or illness that existed prior to the beginning of the veteran's active duty, but was aggravated by service in the Armed Forces. The veteran's discharge must have been other than dishonorable and must have been effective during the five (5) year period immediately preceding the date on which leave is to begin. The rolling year for Military Caregiver Leave begins on the first date that the Eligible Employee uses the Military Caregiver Leave, and this rolling year is distinct from the rolling year for any other FM Leave. However, the use of Military Caregiver Leave cannot cause the total use of all types of FM Leave to exceed twenty-six (26) work weeks during any twelve (12) month period.

Application for Family Medical Leave

~~In order to apply for FM Leave, the Eligible Employee must contact his or her supervisor and work with the supervisor to fill out the relevant paperwork. The supervisor shall review the paperwork and, in consultation with Human Resource Services, determine whether the circumstances warrant the use of FM Leave. The supervisor may request additional information, such as medical documentation, in order to make this determination. This determination regarding entitlement to FM Leave is based on whether or not the information provided demonstrates that the above criteria for FM Leave are met; other than this determination, University administrators do not have the discretion to approve or disapprove FM Leave.~~

In order to utilize FM Leave, the Eligible Employee must comply with his or her home department's customary procedures for requesting leave. An employee may request FM Leave by contacting his or her supervisor to fill out the required forms provided by Human Resources. The supervisor will provide the Notice of Eligibility and Rights and Responsibilities to the employee and follow proper procedures to obtain sufficient documentation to determine whether an employee's leave qualifies as FM Leave. Additional information, such as medical documentation, may be requested in accordance with the FMLA in order to make this determination. The supervisor shall review the request for leave and supporting documentation and then, in consultation with Human Resources, a determination will be made as to whether the circumstances warrant the designation of FM Leave. This determination is ultimately the responsibility of Human Resources. The supervisor has five business days (absent extenuating

circumstances) to provide a Designation Notice to the employee after the receipt of sufficient information to indicate that FM Leave is warranted.

Unless it is not reasonably practical, an application for FM Leave must be submitted at least thirty (30) days prior to the start of the leave, and FM Leave for planned medical treatment must be scheduled so as to minimize disruption to University activities.

Intermittent or Reduced Family Medical Leave

FM Leave time may be taken on an intermittent ~~or reduced leave~~ (or “reduced leave”) basis if this is approved by the department or unit head. A request for intermittent or reduced FM Leave that is due to the Eligible Employee's own serious illness or the allow the Eligible Employee to care for a spouse, domestic partner, civil union partner, Child, or parent who is ill must be approved when this is determined to be medically necessary.

Paid/Unpaid Leave

FM Leave is unpaid leave, but pay may be provided by using accrued sick leave, accrued annual leave, short-term disability coverage, long-term disability coverage, and/or Worker's Compensation benefits concurrently with the FM Leave. The Eligible Employee must use sick or annual leave concurrently with FM Leave if such leaves are applicable and have not been exhausted (subject to the limits on the use of sick leave in Section F.3.2.2).

Eligible Employees may use accrued sick leave to provide care for and/or bond with a Child who is newly born to or newly placed for adoption or foster care with either the Eligible Employee or the Eligible Employee's spouse, domestic partner or civil union partner. The child need not be ill for the use of sick leave under these circumstances. Employees may also use sick leave to care for a spouse, domestic partner, civil union partner, Child or parent who needs medical care. Both males and females may use sick leave under either of these circumstances. See Section F.3.2.2 for more details regarding the use of sick leave.

CSU's short-term disability plan provides a continuation of income for enrolled Eligible Employees who exhaust all of their accrued sick and annual leave in the event of illness, injury, surgery, or pregnancy. These benefits begin only after a completed application has been received and approved by Human Resources Services. The maximum benefits period for short-term disability is sixty (60) days, and this period runs concurrently with the use of FM Leave, sick leave, and/or annual leave. Contact the Benefits Unit in Human Resources for more details regarding the use of short-term disability.

Use of Leave Without Pay - *no changes*

Required Use of Family Medical Leave

~~If an Eligible Employee takes leave other than FM Leave for a situation where he or she is eligible for FM Leave, then he or she must apply to take FM Leave concurrently with this other leave.~~ Whenever an employee takes any type of leave that is covered under the FMLA as Family

Medical Leave, the employee's home department is responsible for correctly entering the leave as FM Leave in the HR information system. FM Leave runs concurrently with all other types of leave taken (including Parental Leave, which may be taken anytime within the first twelve months from the Child's date of birth or placement for adoption).

Continuation of Benefits - no changes

Return from Family Medical Leave

An Eligible Employee granted FM Leave under this policy shall be returned to his or her same position, or a position of comparable pay and status, upon completion of the FM Leave, with the following exceptions:

- a. An Eligible Employee whose employment is conditional upon having student status (e.g., a graduate assistant, a veterinary resident, or a student hourly employee) shall be returned to his or her former position or to a position of comparable pay and status upon completion of the FM Leave only if his or her student status at the time of return qualifies him or her for his or her former employment status.
- b. An Eligible Employee whose appointment has a specified ending date which is earlier than the completion of the FM Leave or whose appointment would otherwise have terminated during the period of FM Leave may not be entitled to reinstatement in accordance with the provisions of the Family Medical Leave Act. Departments and units must ~~coordinate~~ refer questions regarding the status of returning employees to the Benefits ~~Office~~ Unit in Human Resources.
- c. Medical documentation of the fitness to return to work may be required by the supervisor of ~~the Eligible Employee~~ in consultation with Human Resources.
- d. Any other reason which would have resulted in the proper and lawful termination of the employment during the period of FM Leave, other than the reason(s) for which FM Leave was taken. Examples include (but are not limited to): termination as a final result of a disciplinary action; termination for lack of a necessary credential or license; or inability to perform one or more essential functions of the job.

Effect of Family Medical Leave on the Tenure Process – no changes

¹C.R.S. 8-13.3-203, the Colorado Family Care Act (FCA), provides that, in addition to the leave that an employee may be entitled to under the Family and Medical Leave Act, an eligible University employee is entitled to up to 12 weeks of unpaid leave in a 12-month period to care for a person with a serious health condition if that person is the employee's civil union partner as defined in C.R.S. §14-15-103(5) or is the employee's domestic partner who has satisfied the University's criteria using the required affidavit. However, the statute states that such leave

does not increase the total amount of FM Leave available to the employee; it runs concurrently with FM Leave.

Rationale: Changes at the federal level and CSU's integration of Federal policy with CSU policy resulted in these changes drafted largely by CSU Human Resources Service Center and Office of Policy and Compliance.

Date: April 17, 2014
 To: Tim Gallagher, Chair Faculty Council
 From: David Greene, Chair
 Committee on Responsibilities and Standing of Academic Faculty
 Subject: Proposed revision to Section E.2.1.5 Temporary Appointments of the *Manual*

The Committee on Responsibilities and Standing of Academic Faculty

MOVES, THAT Section E.2.1.5 Temporary Appointments OF THE ACADEMIC FACULTY
 AND ADMINISTRATIVE PROFESSIONAL MANUAL BE REVISED AS FOLLOWS:

Please note the language: additions underlined, deletions ~~over~~scored.

E.2.1.5 Temporary Appointments (~~last revised May 2, 2007~~)

Temporary faculty appointments may be either full-time or part-time and are distinguished from other types of appointments by the expectation that the appointment is for a specified period of time, at the end of which, it is anticipated that employment at the University will not be renewed in the foreseeable future. Part-time is defined as any fraction less than one hundred (100) percent of full-time. ~~Further features of this type of appointment~~ Conditions applicable to temporary appointments are:

a. Temporary appointments are "at will" and are subject to termination by either party at any time. The process set forth in Section D.5.6 regarding the termination of "at will" appointments applies to temporary faculty appointments. Temporary appointments need not carry specified ending dates, but an ending date indicating the point in the future when the funding and/or appointment is expected to terminate should be included when known. The inclusion of a specified ending date on an appointment form or other such documentation is for administrative convenience only and does not create a minimum or fixed duration of appointment.

b. Temporary appointees are not eligible for tenure.

c. ~~Individuals receiving a temporary appointment for one (1) semester or less ordinarily are not enrolled in a retirement program (see~~ Temporary appointees are required to enroll in the retirement program and if half-time or greater are eligible to participate in other benefits offered by the University as described in the *Academic Faculty and Administrative Professional Benefits and Privileges Handbook* published annually by Human Resources and in Sections F and G of the *Manual*. Eligibility for sick leave is defined in Section F.3.2. Temporary appointees are

eligible for faculty privileges (see Section G). Temporary appointees are not eligible for sabbatical leave (see Section F.3.4.1).

Rationale: Necessary changes in retirement and benefits for temporary appointments provided by Human Resources Service Center and Policy and Compliance Office.

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Date: April 17, 2014
To: Tim Gallagher, Chair Faculty Council
From: David Greene, Chair
Committee on Responsibilities and Standing of Academic Faculty
Subject: Proposed revision to Sections G.1 Study Privileges, G.4 Tuition Scholarship, G.5 Benefits of the *Manual*

The Committee on Responsibilities and Standing of Academic Faculty

MOVES, THAT Section G.1 Study Privileges, G.4 Tuition Scholarship, G.5 Benefits OF THE *ACADEMIC FACULTY AND ADMINISTRATIVE PROFESSIONAL MANUAL* BE REVISED AS FOLLOWS:

Please note the language: additions underlined, deletions ~~overseered~~.

G.1 Study Privileges (*last revised August 2, 2013*)

Under the following conditions, faculty members, administrative professionals, post-doctoral fellows, veterinary interns, and clinical psychology interns with appointments at half-time (0.5) or greater may register for credit courses at Colorado State University, Colorado State University-Global Campus, Colorado State University-Pueblo, and, subject to the terms of agreement between institutions, the University of Northern Colorado, on a space-available basis without the assessment of the student portion of total tuition or general fees to the employee.

a. The employee must obtain the written consent from the head of his or her administrative unit to register for specific courses. Ideally, courses taken as an employee under the Employee Study Privilege Program should contribute to the employee's success at the University. This is one of several factors taken into account in determining whether or not the value of this benefit is taxable to the employee. Such determinations are made by Human Resources and Business and Financial Services, with reference to the Internal Revenue Code (26 U.S.C. sections 127, 132(d) and 117). However, supervisors may approve an employee's use of the study privilege even if the subject matter is not directly related to current job duties.

b. Time off to attend courses taught during an employee's scheduled work hours require approval of the supervisor, which should be granted unless there is no reasonable way for the employee to perform his or her duties at other times. Time off that is granted to attend courses in which an employee enrolls at the request of the department in order to improve job skills should be treated as administrative leave with pay.

~~b.c.~~ Faculty members, administrative professionals, post-doctoral fellows, veterinary interns, and clinical psychology interns become eligible for this study privilege as soon as their employment begins.

d. The President shall set the maximum number of credits for which Eligible Employees are permitted to register per academic year, including the previous summer term, but it shall be at least nine (9) credits for employees with full-time appointments, at least seven (7) credits for employees with appointments from .75 time to .99 time, and at least five (5) credits for employees with appointments from .50 time to .74 time.

Certain tuition and fees are not covered by the study privilege (e.g., tuition covered under COF, Special Course Fees, University Facility Fee and College Charges for Technology), so these must be paid by the employee at the time of registration. ~~Fees not covered may include course fees, department fees, the University Facility Fee, University and College Technology Fees, and similar charges as may be imposed from time to time.~~ Tuition and fees covered may include base tuition, differential tuition, and program charges. A waiver of the University Technology Fee and General Fee will be credited to the student account.

Only credit courses which are a part of the Colorado State University Curriculum, as defined by the *Colorado State University General Catalog*, are available under this benefit. These courses will be identified with a departmental course number. In particular, the study privilege does not cover the cost of continuous registration.

The Division of Continuing Education ("DCE") offerings are included under this privilege if they are credit bearing at the institution; however, tuition for these courses may be higher than "Resident Instruction" tuition, in which case, the difference must be paid by the employee or by some other source. Courses that provide only continuing education units (CEUs) are not eligible. ~~Faculty members and administrative professionals may enroll in academic credit courses (section numbers 700 or higher) listed on the Continuing Education website.~~

The above credit maxima include courses which are audited by the employee rather than taken for credit. Tuition will be assessed as soon as credits are taken in excess of the statement program maximum for the employee.

Contact the Department of Human Resources for more information.

G.4 Tuition Scholarship Program for Spouses, Domestic Partners, Civil Union Partners, and Children *(last revised June 21, 2011)*

The spouse, domestic partner, civil union partner, and Eligible Children of an Eligible Employee shall be qualified to receive a Tuition Scholarship if admitted to Colorado State University, Colorado State University Global Campus, or Colorado State University Pueblo and enrolled in a degree program or as a degree-seeking student with an undeclared major. This Tuition Scholarship Program is also available to students in programs such as Professional Veterinary Medicine, Teacher Certification, and Principal Licensure. The amount of this Tuition Scholarship shall be a fixed percentage of the undergraduate or graduate tuition that would be assessed to the student for regular on-campus courses at the in-state tuition rate, except for a student in the Professional Veterinary Medicine Program, whose scholarship shall equal this

same percentage of the tuition assessed to in-state graduate students. This percentage shall be set by the President, but it shall be at least fifty (50) percent. Note that, in some cases, this Tuition Scholarship may be taxable income. Applications for this Tuition Scholarship must be processed in accordance with the requirements established by Student Financial Services and Human Resources for this program.

If a person dies while an Eligible Employee, his or her spouse, domestic partner, or civil union partner shall continue to be qualified for this Tuition Scholarship Program until six (6) years after the date of the death, and each of his or her Eligible Children shall continue to be qualified for this Tuition Scholarship Program until the Eligible Child reaches the age of twenty-six (26). For all cases of separation from employment of an Eligible Employee other than death, the spouse, domestic partner, civil union partner, and Eligible Children of the Eligible Employee shall cease to be qualified for this Tuition Scholarship Program at the end of the academic year in which the separation from employment occurs.

In exceptional circumstances, the Vice President for University Operations has the authority to grant eligibility to someone who might not qualify otherwise for eligibility.

For the purposes of Sections G.4 and G-5, the following definitions shall apply:

a. Eligible Employee shall mean and refer to all:

1. ~~faculty members and administrative professionals with regular, special, multi-year research, senior teaching appointments or transitional appointments of half-time (0.5) or greater and all non-temporary state classified appointments of half-time (0.5) or greater.~~ Faculty transitional appointments are eligible for the same benefit available to full-time academic faculty;
2. administrative professionals with regular or special appointments of half-time (0.5) or greater, and;
3. non-temporary state classified appointments of half-time (0.5) or greater.

b. "Eligible Child" shall mean and refer to biological children, adopted children, foster children, stepchildren, and legal wards of either the Eligible Employee or the Eligible Employee's spouse, domestic partner, or civil union partner as well as any person for whom either the Eligible Employee or the Eligible Employee's spouse, domestic partner, or civil union partner is standing *in loco parentis*, provided that the "Eligible Child" is under twenty-six (26) years of age.

c. "Spouse" means a person who is legally married to an Eligible Employee, including a common-law spouse or same-gender spouse when the applicable jurisdiction's law recognizes such marriages.

d. "Domestic partner" has the meaning described under the University's benefits plan.

e. "Civil union partner" has the meaning defined in C.R.S. §14-15-103.

G.5 Benefits (~~last revised August 12, 2009~~)

Faculty members and administrative professionals with specific appointment types are eligible for certain benefits as provided by the University with the approval of the Board. Such benefits may include a retirement plan, medical coverage, dental coverage, vision coverage, life insurance, disability insurance, tax-sheltered annuities, and other such benefits. These benefits may include coverage for immediate family members, domestic partners and civil union partners. Such benefits are subject to change by the University with the approval of the Board. Contact the Department of Human Resources Services for more information.

Rationale: Expansion and clarification of privileges and benefits - necessary changes provided by Human Resources Service Center and Policy and Compliance Office.

1.46

Date: April 17, 2014
To: Tim Gallagher, Chair Faculty Council
From: David Greene, Chair
Committee on Responsibilities and Standing of Academic Faculty
Subject: Proposed revision to Section F. Leave Policies of the *Manual*

The Committee on Responsibilities and Standing of Academic Faculty

MOVES, THAT Section F. Leave Policies OF THE ACADEMIC FACULTY AND
ADMINISTRATIVE PROFESSIONAL MANUAL BE REVISED AS FOLLOWS:

Please note the language: additions underlined, deletions ~~overscored~~.

F.3.1.1 Annual Leave Accrual (*last revised June 4, 2008*)

Full-time faculty members on twelve (12) month regular, special, or senior teaching appointments, and administrative professionals on regular, ~~multi-year research~~, or special twelve (12) month appointments earn annual leave at the rate of two (2) days per month.

Faculty ~~faculty~~ members on twelve (12) month regular, special, or senior teaching appointments, and administrative professionals on regular, ~~multi-year research~~, or special twelve (12) month appointments of less than full-time but at least half-time (0.5) earn annual leave prorated by the part time fraction of their appointment. The accrual is rounded to the nearest 1/100 of an hour.

Employees who begin work after the first of a month or who terminate before the end of a month earn annual leave on a prorated basis as described in Section 2 of the Human Resources Manual ~~the Personnel/Payroll Manual (Section 2)~~.

Faculty ~~faculty~~ members and administrative professionals on nine (9) month appointments do not accrue annual leave. These individuals may, however, be granted leave on a limited basis throughout the academic year to include the interim term between semesters. Determination of this privilege shall be made by the department head.

No annual leave is earned by employees working less than half-time (0.5), employed on an hourly basis, or on temporary appointments. Postdoctoral fellows and graduate assistants are considered temporary employees.

Annual leave does not accrue during leave without pay or during sabbatical leave. Annual leave earned during periods of paid leave (annual, sick, injury, etc.) is not credited to the employee until he or she returns to work.

If an employee with accrued annual leave changes to an employment status that is less than half-time (0.5), without a break in service, the employee shall retain his or her accrued annual leave and the ability to use this annual leave for a period of one (1) year, provided he or she remains employed by the University. If the employee changes to a status that is again eligible to earn annual leave within the one (1) year period and without having his or her employment with the University terminated, then the accrued annual leave shall continue to be available for use by the employee.

F.3.2.1 Sick Leave Accrual *(last revised August 2, 2013)*

Full-time faculty members and administrative professionals on twelve (12) month appointments earn one and one-quarter (1.25) days of sick leave per month, cumulative with no maximum. One (1) day of sick leave is considered to be eight (8) hours of sick leave.

Full-time faculty members and administrative professionals on nine (9) month appointments earn one and one-quarter (1.25) days of sick leave per month, cumulative with no maximum. Full-time nine (9) month faculty members and administrative professionals who accept summer session appointments accumulate sick leave at the rate of one and one-quarter days (1.25) per month while on such appointment.

Faculty members and administrative professionals appointed less than full-time, but at least half-time (0.5) earn sick leave prorated by the part-time fraction of their appointment. ~~Academic Faculty and Administrative Professionals on 12-month temporary appointments of half-time or greater are eligible to accrue sick leave benefits only after completing one year of continuous service. Nine-month temporary employees must have completed two consecutive semesters of continuous half-time or greater employment (excluding summer session) and be reappointed the subsequent academic year to become eligible.~~ Post-doctoral fellows, veterinary interns, and clinical psychology interns on full-time nine (9) month or twelve (12) month appointments earn one and one-quarter (1.25) days of sick leave per month. Sick leave accrues and expires each fiscal year. One (1) day of sick leave is considered to be eight (8) hours of sick leave.

Post-doctoral fellows, veterinary interns, and clinical psychology interns with appointments of less than full-time, but at least half-time (0.5) earn sick leave each fiscal year prorated by the part time fraction of their appointment. Sick leave accrues and expires each fiscal year.

No sick leave is earned by employees working less than half-time (0.5) or employed on an hourly basis. Graduate assistants do not earn sick leave.

Employees who begin work after the first of a month or who terminate before the end of a month earn sick leave on a prorated basis as described in Section 2 of the ~~Personnel/Payroll Manual (Section 2)~~ Human Resources Manual.

The accrual of sick leave is rounded to the nearest 1/100 of an hour.

Sick leave does not accrue during leave without pay or during sabbatical leave. Sick leave accrued during periods of paid leave (annual, sick, injury, etc.) is not credited to the employee until he or she returns to work.

~~(This paragraph is effective August 1, 2011)~~ At the time of initial employment, the employee shall receive an amount of sick leave equal to that which they are expected to earn during their first year of employment (as described above). This initial year of sick leave is an "advance" and must be earned before any additional sick leave shall accrue. It is possible that it will take the employee more or less than one (1) year to earn the amount of sick leave advanced and begin accruing additional sick leave (e.g., the employment status could change, or the employee could take leave without pay).

Post-doctoral fellows, veterinary interns and clinical psychology interns shall receive an amount of sick leave equal to that which they are expected to earn during their first year of employment (as described above). The sick leave "advance" is earned on a fiscal year basis and does not carry forward into the next fiscal year.

If an employee with accrued sick leave changes to an employment status that is less than half-time (0.5), without a break in service, the employee shall retain his or her accrued sick leave and the ability to use this sick leave for a period of one (1) year, provided he or she remains employed by the University. If the employee changes to a status that is again eligible to earn sick leave within the one (1) year period and without having his or her employment with the University terminated, then the accrued sick leave shall continue to be available for use by the employee. No sick leave is earned during the period in which the appointment is less than half-time.

F.3.2.2 Use of Sick Leave ~~(last revised May 3, 2011)~~

~~A faculty members or administrative professional may use accrued sick leave for treatment of and convalescence from his or her own illness or injury. Illness includes treatment for alcoholism and drug addiction. In cases of extended sick leave absence, the faculty member or administrative professional may be required to furnish a physician's statement. Sick leave may be used for medical and dental appointments, including routine exams and checkups.~~

~~A faculty member or administrative professional may use up to one hundred sixty (160) hours per fiscal year of his or her accrued sick leave for illness or medical treatment of his or her spouse, domestic partner, parent, or Child (as defined in Appendix 3) or an individual for whom the employee has responsibility to provide care. In addition, up to one hundred sixty (160) hours of sick leave may be used in the event of the birth or placement through adoption or foster care of a child with either the employee or employee's spouse or domestic partner. The child need not be ill for use of sick leave under these circumstances. All faculty members and administrative professionals, regardless of gender, may use sick leave under any of these circumstances.~~

A faculty members or administrative professional may use accrued sick leave for treatment of and convalescence from his or her own illness or injury. Illness includes treatment for alcoholism and drug addiction. In cases of extended sick leave absence as defined in the Human Resources

Manual, the faculty member or administrative professional will be required to furnish a physician's statement establishing the need for and duration of absence from work. Sick leave may be used for medical and dental appointments, including routine exams and checkups.

A faculty member or administrative professional may use up to four hundred eighty (480) hours per fiscal year of his or her accrued sick leave for the following purposes:

- a. Illness or medical treatment of his or her spouse, domestic partner, civil union partner, parent, or child (as those terms are defined in Appendix 3) or an individual for whom the employee has responsibility to provide care. In addition, an employee will be presumed to have a responsibility to provide care for a serious medical condition of the employee's adult child, sibling, grandparent, or in-law (sibling, parent or grandparent of the employee's spouse, domestic partner or civil union partner) if the employee submits a request for leave stating that the leave is necessary for such reasons.
- b. To provide care for a newborn son or daughter or for a child newly placed for adoption with the employee, in accordance with the Parental Leave and Catastrophic Circumstances Leave Policy, in accordance with the Family Medical Leave Policy (FML), the child need not be ill for use of sick leave in this instance.

NEW Leave Category:

F.3.16 Parental Leave and Catastrophic Circumstances Leave (This leave effective May 23, 2013)

Academic Faculty, Administrative Professionals, Post-Doctoral Fellows, Veterinary Interns and Clinical Psychology Interns with an appointment of at least half-time (50%) or greater who satisfy the eligibility requirements for Short Term Disability (STD) are eligible for Parental Leave (see the *Academic Faculty and Administrative Professional Benefits and Privileges Handbook*). An employee who is not in a regular, paid employment status (for example, during a sabbatical or other such absence) or 9-month employees during summer session appointments are not eligible for this leave.

An employee becomes eligible for Parental Leave upon becoming a parent. Parental Leave is not available during the period preceding the birth or placement for adoption, even if absences are due to the expected arrival. Foster care placement is not included; however, foster care as part of adoption is included. Employees may use other types of accrued leave (such as Sick or Annual leave), as applicable, for absences during such periods. Only one Parental Leave benefit per employee is available per birth or adoption. The number of children born or adopted (e.g., twins) does not increase the amount of the Parental Leave benefit. (If both Parents are employees, each is entitled to use his or her Parental Leave benefit for the same event).

Parental Leave consists of 3 work weeks of paid time off, in addition to the employee's accrued Sick and Annual leave (and any STD benefits to which the birth mother is entitled) to be used for the purpose of caring for and bonding with the child. Parental Leave may be taken anytime

within the first year after delivery/placement and it runs concurrently with (is considered part of) Family Medical Leave (FML) for the birth or placement for adoption event. It can be combined with use of Sick and/or Annual leave, as appropriate, to provide income replacement for the FML leave period (up to 12 weeks). This policy is intended to ensure adequate time off for employees with a newborn or newly adopted child, in most circumstances, while providing compensation for at least 9 weeks of the birth mother's 12 week FML period (typically 6 weeks of STD eligibility plus 3 weeks of Parental Leave), or 3 weeks for the non-birth parent. If the employee is eligible for STD, Parental Leave shall not commence until after STD benefits are exhausted. Parental Leave is not intended to be used to fulfill the STD elimination period of 10 continuous working days of absence. Once taken, Parental Leave must be used in a contiguous block (not split into intermittent days off). Prior notice of the intent to take Parental Leave is required at least 30 days in advance (unless such notice is impossible, in which case, as soon as possible). Your supervisor is responsible for timely reporting of Parental Leave in accordance with the Leave Reporting Policy. Illustrative examples of Parental Leave are located in Section 2 of the Human Resources Manual at www.hrs.colostate.edu.

The Catastrophic Circumstances Leave may be applicable in extraordinary circumstances where an employee has exhausted all available sick and annual leave and suffers an unforeseen event, such as a catastrophic natural disaster or casualty that displaces the employee from his or her home. As well, the Catastrophic Circumstances Leave may be applicable in the case of a serious illness of the employee or employee's immediate family member for which no other accrued leave is available, or similar event. A department or unit head may authorize up to two work weeks of paid time off. In the rare case that an employee who is eligible for STD does not have enough leave to cover the STD waiting period, such leave must be granted; all other cases are within the discretion of the department head. Any leave granted under this policy must be designated as FML, as applicable in accordance with federal regulations. This policy is not intended to change or conflict with section F.3.14, Special Leave.

Note: The Parental Leave and Catastrophic Circumstances Leave Policy may be reviewed at <http://policies.colostate.edu/>.

F.3.6.4 Relation of Military Service to Retirement Rights

~~A member of the Public Employees' Retirement Association shall be granted additional PERA service credit for uniformed military active service, as defined for reemployment right purposes under federal law, in any branch of the United States military if:~~

- ~~a. Such member had membership in the association at the time the military service began;~~
- ~~b. Such member was discharged from uniformed service active duty and returned from the military leave of absence to membership;~~
- ~~c. The period of uniformed active military service is verified and is not already covered by association service credit upon return from uniformed service to membership; and proven not to be vested in another retirement system, including military retirement.~~
- ~~d. All service credit forfeited by a refund of the member contribution account is purchased. Military service credit is limited to a maximum of five (5) years. Disability or death arising from~~

uniformed military service shall be excluded as a basis for disability retirement benefits or survivor pursuant to the PERA plan.

Additional information is available in the *Public Employees' Retirement Act of Colorado, Title 24, Article 51 C.R.S. (as amended) 24-51-507 (Uniformed Service Credit).*

F.3.6.5 Salary Rights Replaced by Reemployment after Military Service – see below

Upon completion of extended military service as authorized by this Section, an employee may apply for reinstatement within ninety (90) days after being honorably discharged from such service and shall be reinstated into the same position or into a position of comparable seniority, status, and pay, if available, as long as the employee is not physically or mentally disabled from performing the duties of such a position. Less than honorable discharges will be dealt with on a case by case basis. If the employee is not able to perform the duties of his or her previous position or a comparable position because of a disability sustained during the service, but is qualified to perform the duties of another position(s) that is available, he or she shall be offered the position that will most approximate the seniority, status, and pay of the previous position. If at the time of discharge from extended military service, the employee is hospitalized or under medical treatment which resulted from the military service, the employee must apply for reinstatement within ninety (90) days after discharge from the hospitalization or medical treatment, and in no event later than one (1) year and ninety (90) days after termination of the military service.

A reinstated employee shall have the same rights with respect to accrued and future seniority, status, efficiency rating, vacation, sick leave, and other benefits as if he or she had been actually employed during the time of leave. An employee who is reinstated under the provisions of this Section shall not be discharged, except for cause, within one (1) year after reinstatement.

If general salary increases are made during an employee's military leave, whether by lump sum increase, percentage increase, or otherwise, his or her salary upon his or her return to employment shall be adjusted to equal the salaries of other employees of comparable rank, qualifications, and abilities as determined by the proper officials. Furthermore, upon return the employee shall not be precluded from such other individual salary adjustment or promotion in rank as may be deemed justifiable.

F.3.6.4 Salary Rights Reemployment after Military Service and Eligibility for Reinstatement or Reemployment

In order to be eligible for reinstatement or reemployment following a period of absence for military service, an employee must:

- a. Have been released from service under honorable conditions and must furnish proof of that release;

- b. Have been employed in a non-temporary position at the time he or she entered active duty;
- c. Have left CSU for the purpose of going into active duty, and must have given the notice required by law to that effect;
- d. Report for work or apply in writing within the specified time period after separation or release from training or service (see below); and
- e. Have been away for a period no greater than five years.

Upon completion of extended military service, an employee may apply for reinstatement within the time period specified below after being honorably discharged from such service and shall be reinstated into the same position or into a position of comparable seniority, status, and pay, if available, as long as the employee is not physically or mentally disabled from performing the duties of such a position. Less than honorable discharges will be considered on a case-by-case basis. If the employee is not able to perform the duties of his or her previous position or a comparable position because of a disability sustained during the service, but is qualified to perform the duties of another position(s) that is available, he or she shall be offered the position that will most approximate the seniority, status, and pay of the previous position.

F.3.6.4.1 Time periods for employee to report to work or give notice to CSU of intent to reinstate

- a. In the case of military service less than 31 consecutive days, the employee must report back to work for the first full regularly scheduled work period on the first full calendar day following the completion of the period of service and safe transportation home, plus an 8-hour period for rest. If reporting back within this deadline is "impossible or unreasonable" through no fault of the employee, he or she must report back as soon as possible after the expiration of the 8-hour period.
- b. For 31-180 days of service, the employee must submit written or verbal application for reemployment no later than 14 days after completion of service. If submitting the application within 14 days is impossible or unreasonable through no fault of the employee, he or she must submit the application as soon as possible thereafter.
- c. For 181 or more days of service, the employee must submit an application for reemployment not later than 90 days after completion of the period of service.
- d. For any time period the deadline to report back or submit application for reemployment may be extended for up to 2 years to accommodate a period during which employee was hospitalized for or convalescing from an injury or illness that occurred or was aggravated during a period of military service.

F.3.6.6 Accrued Status and Benefits

A reinstated employee shall have the same rights with respect to accrued and future seniority, status, efficiency rating, vacation, sick leave, and other benefits as if he or she had been actually employed during the time of leave. An employee who is reinstated under the provisions of this Section shall not be discharged, except for cause, within one (1) year after reinstatement.

If general salary increases are made during an employee's military leave, whether by lump sum increase, percentage increase, or otherwise, his or her salary upon his or her return to employment shall be adjusted to equal the salaries of other employees of comparable rank, qualifications, and abilities as determined by the proper officials. Furthermore, upon return the employee shall not be precluded from such other individual salary adjustment or promotion in rank as may be deemed justifiable.

For further information and assistance with respect to Military Leave, including assistance with PERA benefits, contact the Benefits Unit in Human Resources (970-491-MyHR).

F.3.13 Leave Without Pay (*last revised June 21, 2011*)

A faculty member on a regular, special appointment or senior teaching appointment, or an administrative professional on a regular or special appointment may be granted leave without pay with approval by the Board. A request for such leave must be sent through channels to the President. See the *Academic Faculty and Administrative Professional Benefits and Privileges Handbook* regarding continuation of benefit coverage while on leave without pay. administrative professional on temporary appointment may be granted leave without pay only as required under the Family Medical Leave Policy.

Rationale: Changes at the federal level and CSU's integration of Federal policy with CSU policy resulted in these changes drafted largely by CSU Human Resources Service Center and Office of Policy and Compliance.

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April 25, 2014

TO: Tim Gallagher, Chair
Executive Committee and Faculty Council

FROM: Carole Makela, Chair
University Curriculum Committee

SUBJECT: Request to change the name of the Major in Journalism and Technical
Communication

The University Curriculum Committee moves Faculty Council adopt the following:

**Changing the name of the major in Journalism and Technical Communication to
Journalism and Media Communication (B.S.) be established effective Fall Semester
2014.**

The proposal was reviewed and approved by University Curriculum Committee (UCC) on
April 11, 2014.

Rationale:

From the justification for Request

“The field of journalism and communication has changed drastically since the department was originally created. A study conducted by the department indicated that potential students did not understand what "technical communication" meant, and they also had concerns about the future of the field of journalism. With so many different ways to communicate and search for information using today's technologies, the world needs journalists more than ever, and the name change reflects more accurately what the department has to offer students....”

Enclosures

xc Carole Makela

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MEMORANDUM

Date: April 25, 2014

To: Tim Gallagher, Chair of Faculty Council

From: Eric Prince, Chair of the Committee on University Programs

Re: Biennial Reviews for Discontinuance and Continuance of Centers, Institutes, and Other Special Units (CIOSUs) for the academic year 2013-2014
Committee on University Programs

The Committee on University Programs reviewed 45 active Centers, Institutes, and Other Special Units (CIOSUs) as part of the biennial review oversight process for CIOSUs for the academic year 2013-2014. The CUP recommendations to Faculty Council are as follows:

New CIOSUs

The Committee on University Programs approved an application for the following CIOSU:

(VPR/TILT) CSU Center for Mindfulness

CIOSUs Consolidated, Discontinued or Denied Approval

The following CIOSUs were reported discontinued or consolidated:

CAS-ILE Institute for Livestock and the Environment
CLA-CRWCT Center for Research on Communication and Technologies
CLA-CSBP Center for Studies in Beckett and Performance
CLA-ISLEC Institute for Society, Landscape and Ecosystem Change
CNS-CASE Center for Applied Statistical Expertise
CNS-CICRC Colorado Injury Control Research Center

The following CIOSUs were denied approval for not meeting criteria as defined in the AFAPManual (2.6.1 Definitions) "... CIOSUs are units which extend beyond a single academic department."

COE-CSGC Colorado Space Grant Consortium
CLA-CSUBL CSU Bioanthropology Laboratory

Continuing CIOSUs:

The following 43 Centers, Institutes, and Other Special Units were reviewed in the biennial review process and are recommended for continuance by the Committee on University Programs:

CHHS Applied Human Sciences - Research Associate Dean: Lise Youngblade

CAHS-ATRC Assistive Technology Resource Center
 CAHS-CCP Center for Community Partnerships
 CAHS-HSAP Human Service Assessment Project
 CAHS_STEPP School of Teacher Education and Principal Preparation

CLA Liberal Arts - Research Associate Dean: Stephen Weiler

CLA-CBRM Center for Biomedical Research in Music
 CLA-CFAT Center for Fair and Alternative Trade
 CLA-CLP Center for Literary Publishing
 CLA-CPD Center for Public Deliberation
 CLA-GR Center International Center for German-Russian Studies

CNS Natural Sciences - Research Associate Dean: Jim Sites

CNS-CASE Center for Applied Statistical Expertise
 CNS-CSuMAP Center for Sustainable Monomers and Polymers
 CNS_CIF Central Instrument Facility
 CNS-CEN College of Natural Sciences Education and Outreach Center
 CNS-FMIAC Florescence Microscopy/Image Analysis Center
 CNS-GRAYBILL Franklin A.Graybill Statistical Laboratory
 CNS-MMAML Magnetic Materials and Applied Magnetics Laboratory
 CNS-SAL Software Assurance Laboratory
 CNS-TEC Tri-Ethnic Center for Prevention Research

COB College of Business- Research Associate Dean: Dan Ganster

COB-CMSI Center for Marketing and Social Issues
 COE College of Engineering- Research Associate Dean: Wade Troxell
 COE-CSITS Center for Sustainable and Intelligent Transportation Systems
 COE-IAC Industrial Assessment Center
 COE-SBDC Sustainable Bioenergy Development Center

CVMBS Veterinary Medicine and Biomedical Sciences

- Research Associate Dean: Sue VandeWoude

CVMBS-APHI Animal Population Health Institute
 CVMBS-ARBL Animal Reproduction and Biotechnology Laboratory
 CVMBS-AIDL Arthropod-Borne and Infectious Diseases Laboratory
 CVMBS-CCAS Center for Companion Animal Studies (changed)
 CVMBS-ETRC Equine Teaching and Research Center
 CVMBS-ORC Orthopaedic Research Center
 CVMBS-PRC Prion Research Center
 CVMBS-VDL Veterinary Diagnostic Laboratories

WCNR Natural Resources - Research Associate Dean: Mark Paschke

WCNR-AIRIE Applied Isotope Research for Industry and the Environment
 WCNR-CEMML Center for Environmental Management of Military Lands
 WCNR-CPAMT Center for Protected Area Management and Training
 WCNR-CRU Colorado Cooperative Fish and Wildlife Research Unit

WCNR-CFRI Colorado Forest Restoration Institute
WCNR-CNHP Colorado Natural Heritage Program
WCNR-ELC Environmental Learning Center
WCNR-GDPE Graduate Degree Program in Ecology
WCNR-LFL Larval Fish Laboratory
WCNR-NREL Natural Resources Ecology Laborator

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PROVOST Office of the Provost/Senior Vice President - Research Associate Dean:

Jodie Hanzlik

Provost-CWI Colorado Water Resources Research Institute (Water Center)
Provost-SoGES School of Global Environmental Sustainability

DCE-OLLI Osher Lifelong Learning Institute at CSU

APPENDIX D. SEXUAL HARASSMENT POLICY

Colorado State University strives to create and maintain a work and study environment that is fair, humane, and responsible so that each member of the University community is treated with dignity and rewarded for such relevant considerations as ability and performance. Abusive treatment of individuals on a personal or stereotyped basis is contrary to the concepts of academic freedom and equal opportunity. Sexual harassment is one form of such abuse and cannot be tolerated.

Sexual harassment is also illegal. It is prohibited in the employment context by Title VII of the 1964 Civil Rights Act and in the education context by Title IX of the Educational Amendments of 1972.

Therefore, this policy shall apply to all persons affiliated with the University, including its students and employees. Persons who violate this policy shall be subject to corrective action.

This policy supplants and supersedes all other policies and procedures related to issues of sexual harassment.

I. Sexual Harassment Defined

This policy prohibits "quid pro quo" and "hostile environment" sexual harassment as defined below.

A. Quid Pro Quo Sexual Harassment

Unwelcome sexual advances, requests for sexual favors, and other verbal and physical conduct of a sexual nature by one in a position of power or influence constitutes quid pro quo sexual harassment when (1) submission by an individual is made either an explicit or implicit term or condition of academic standing or of employment or (2) submission to or rejection of such conduct is used as the basis for academic or employment decisions affecting that student or employee. As defined here, quid pro quo sexual harassment normally arises in the context of an authority relationship. This relationship may be direct, as in the case of a supervisor and subordinate or teacher and student, or it may be indirect when the harasser has the power to influence others who have authority over the victim.

B. Hostile Environment Sexual Harassment

Unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature constitute hostile environment sexual harassment when such conduct is directed toward an individual because of her or his gender, is severe and/or pervasive, and has the purpose or effect of (1) creating an intimidating, hostile, or offensive academic or work environment or (2) unreasonably interfering with another's academic performance or work. Generally, a single sexual joke, offensive epithet, or request for a date does not constitute hostile environment sexual harassment; however, being subjected to such jokes, epithets, or requests repeatedly may constitute hostile environment sexual harassment.

In determining whether the alleged sexual harassing conduct warrants corrective action, all relevant circumstances, including the context in which the conduct occurred, will be considered. Facts will be judged on the basis of what is reasonable to persons of ordinary sensitivity and not on the particular sensitivity or reaction of an individual.

In cases of alleged sexual harassment, the protections of the First Amendment must be considered if issues of speech or artistic expression are involved. Free speech rights apply in the classroom and in all other education programs and activities of public institutions, and First Amendment rights apply to the speech of students and teachers. Great care must be taken not to inhibit open discussion, academic debate, and expression of personal opinion, particularly in the classroom.

Nonetheless, speech or conduct of a sexual or hostile nature that occurs in the context of educational instruction may exceed the protections of academic freedom and constitute prohibited sexual harassment if it meets the definition of sexual harassment noted above and (1) is reasonably regarded as non-professional speech (i.e., advances a personal interest of the faculty member as opposed to furthering the learning process or legitimate objectives of the course) or (2) lacks accepted pedagogical purpose or is not germane to the academic subject matter.

II. Bringing a Complaint *(last revised June 9, 1999)*

The University can respond to harassment only if it is aware of the harassment. Any member of the University community who believes that he or she has experienced sexual harassment or reprisal shall come forward promptly with inquiries, reports, or complaints and to seek assistance from the Director or Associate Director of the Office of Equal Opportunity and Diversity (hereinafter referred to as "OEOD").

- A. Any member of the University community who believes that he or she has been subjected to sexual harassment ("Complainant") shall contact the OEOD, to request advice and information about possible ways to proceed and to put the University on notice. Such discussion will be kept confidential to the full extent permitted by law. Complainants are advised that there are some instances in which the University has a responsibility to act even if the Complainant requests that no action be taken as, for example, where other members of the University community may be at risk. In those cases, the University may investigate and take action on the basis of facts it discovers.
- B. To avoid liability to the University and the employee and to correct problems of sexual harassment, it is critical that any employee who believes that he or she has observed an incident of sexual harassment in the University's learning and working environments involving a member of the University community or who receives a report of alleged sexual harassment from an employee or student immediately report this information to the Director or Associate Director of the OEOD or to any vice president.
- C. The initial discussion between the Complainant and the Director or the Associate Director of OEOD, will be kept confidential to the full extent permitted by law. The claim should be made as promptly as possible after the alleged harassment occurs. Complaints must be filed no later than one hundred eighty (180) days after the last incident considered to be sexual harassment. One consequence of the failure to present a complaint promptly is that it may preclude recourse to legal procedures should the Complainant decide to pursue them at a later date.
- D. If the Complainant, after the initial meeting, decides to proceed with a formal complaint, he or she shall submit a written statement (the "Statement") to the Director or Associate Director of OEOD.² The Statement must describe the conduct that is the basis of the complaint, including the name of the alleged offender (hereafter termed the "Respondent"), the date(s), time(s), and location(s) of the conduct, and the names of witnesses. If the Respondent is a student, the Associate Director of OEOD will refer the matter to the Director of Conflict Resolution and Student Conduct Services in

¹ Any individual involved in a sexual harassment incident has the right to pursue the matter in Courts or before governmental agencies. The procedures herein are designed to preclude the need to utilize external agencies and to provide appropriate and effective remedies.

² Cases involving sexual harassment are particularly sensitive and demand special attention to issues of confidentiality. Dissemination of information relating to the case should be limited in order that the privacy of all individuals involved is safeguarded as fully as possible.

the Office of Student Affairs for resolution. (Hereafter, the Associate Director of OEOD and Director of Conflict Resolution and Student Conduct Services are termed the "Responsible Officer.")

- E. The Responsible Officer must promptly inform the Respondent of the allegation and the identity of the Complainant and provide a copy of the written Statement of the Complaint and any related material.
- F. Reprisals against an individual who in good faith files a charge of sexual harassment are expressly prohibited and shall be treated as a separate violation of University policy. Intentionally false or malicious charges, however, are grounds for disciplinary action against the Complainant.

III. Resolution of a Complaint *(last revised January 27, 2006)*

The University shall take immediate and appropriate steps reasonably calculated to end any harassment that has occurred, remedy its effects, and prevent harassment from occurring again.

A. Informal Resolution

Informal resolution of a sexual harassment complaint is encouraged whenever possible. The procedure might involve giving advice to the Complainant, the arrangement of a discussion between the Complainant and the Respondent in the presence of the Responsible Officer, or attempted mediation by the Responsible Officer.

Possible outcomes of an informal resolution may include explicit agreements about future conduct, changes in workplace assignments, substitution of one class for another, or other appropriate relief.

B. Formal Resolution

1. Procedures

The applicable procedure for formal resolution of a sexual harassment complaint following submission of a Statement depends upon the Respondent's status as a student, a member of the State Classified staff, a tenured faculty member, an untenured faculty member, an administrative professional, or another non-student employee.

a. Students

Complaints against students will be handled in accordance with the administrative hearing procedures established in the Office of Conflict Resolution and Student Conduct Services.

Appeals of a decision by the Hearing Officer may be made to the University Discipline Committee, and the decision of that committee is final.

For purposes of this policy, complaints against graduate students arising out of their employment status will follow the procedures specified for untenured faculty members, administrative professionals, and other non-student employees (excepting State Classified staff).

b. State Classified Staff

Complaints against State Classified staff, following an objective and impartial preliminary investigation by the Associate Director of OEOD, will be handled in accordance with the procedures in the State Personnel Board Rules. Appeal rights, together with timing limitations, are described in those rules.

c. Faculty, Administrative Professional, and Other Non-Student Employees (excepting State Classified Staff)

Complaints against faculty members, administrative professionals, and other non-student employees (excepting State Classified staff) shall be referred to the Associate Director of OEOD. That officer shall conduct an objective and impartial preliminary investigation with such assistance from an appropriate administrator as needed. The administrator shall be from a higher administrative unit than that of the Respondent. Pending the results of the preliminary investigation, the Respondent will be suspended or assigned to other duties in lieu of suspension, by his/her immediate supervisor, only if immediate harm to the Complainant or others is threatened by continuance. Salary will continue during the period of the suspension. Following the preliminary investigation, the Associate Director of OEOD shall notify the Complainant and the Respondent of the finding and shall attempt to effect an informal resolution of the complaint. The Complainant and the Respondent also shall be provided with a full copy of the report. If the Associate Director of OEOD cannot arrange a mutually acceptable resolution and/or if that Officer has concluded that there is reasonable cause for further action, the Respondent will be given five (5) business days after receipt of the report to either request a hearing or to prepare a response to the report before it is forwarded to the Respondent's immediate administrative supervisor and to the senior administrative officer of the Respondent's administrative unit (the vice president or, if the Respondent is a vice president, to the President). If the Respondent requests a hearing, the report will be referred to the Hearing Committee described below or, for cases in which the Respondent is a tenured faculty member, handled in accordance with Section E.15 Disciplinary Action for Tenured Faculty of the *Manual*.

2. Sexual Harassment Panel (last revised May 1, 2001)

The members of the Sexual Harassment Panel are elected to three (3) year terms by their respective councils, the Administrative Professional Council and the Faculty Council. Nominations shall be solicited in February with elections conducted in April. Terms of office will begin July 1 following election. Terms shall be staggered so that approximately one-third will be elected each year. The panel will consist of ten (10) administrative professionals from at least four (4) administrative units and ten (10) faculty members from at least four (4) colleges, including the libraries. Each member will receive annual training on sexual harassment by the Associate Director of OEOD. The Sexual Harassment Panel shall constitute a pool of individuals from which the Hearing Committee will be drawn.

3. Hearing Committee

A committee of five (5) members of the Sexual Harassment Panel will be chosen by lot by the Chair of Faculty Council if the Respondent is an untenured faculty member and by the Chair of the Administrative Professional Council for administrative professionals and other non-student employees (excepting State Classified staff).

The Hearing Committee for an untenured faculty member will be composed of faculty members and for administrative professionals of administrative professionals. Hearing Committees for other non-student employees (excepting State Classified staff) will be selected by lot from the entire Panel.

Any person from the same administrative unit or department as either the Complainant or the Respondent will be replaced by another drawn by lot. Members deeming themselves disqualified for bias or interest will remove themselves from the case. The Complainant and the Respondent will have a maximum of one challenge each without stated cause.

4. Formal Hearing Procedures

- a. Hearings will commence no later than ten (10) working days after the Hearing Committee chair notifies the Complainant and the Respondent. The Hearing Committee shall elect its own chair from among its members and shall be advised by legal counsel for the University or from the Colorado Department of Law.
- b. The Hearing Committee may hold organizational meetings in private, which may include meetings with the Respondent and Complainant as needed to (1) clarify the issues, (2) effect stipulations of facts, (3) provide for the exchange of documentary or other information, (4) formulate a list of potential witnesses, and (5) achieve such other appropriate pre-hearing objectives as will make the hearing fair, effective, and expeditious.
- c. The Associate Director of OEOD will be called first to present the results of the preliminary investigation. The committee also may conduct its own informal inquiry, call witnesses, and gather whatever information it deems necessary to assist it in reaching a determination on the merits of the allegations. The hearing shall be closed, and the proceedings shall remain confidential to the extent permitted by law.
- d. Excepting pre-hearing organizational meetings and those for final deliberation, finding of fact and preparation of recommendations, the Respondent is permitted to be present during all meetings of the committee, to call witnesses, to confront and cross-examine any adverse witnesses, and to be accompanied by an advisor and/or legal counsel. Such advisor or counsel is free to advise the Respondent fully throughout the proceedings, to assist in formulating any required written documentation, and to help prepare for any oral presentation, but they may not actively participate in the proceedings such as making objections and attempting to argue the case. A full verbatim record of the hearing will be kept and made available to the Respondent upon request.

5. Recommendations Following Formal Hearings

At the conclusion of the hearing, the Hearing Committee shall meet privately for final deliberation, finding of fact, and preparation of recommendations. These deliberations shall remain confidential to the extent permitted by law. The committee shall decide, by majority vote and by the preponderance of the evidence (more likely than not) whether (1) the complaint is substantiated, (2) the complaint is unsubstantiated, or (3) the complaint is intentionally false or malicious. The finding, together with the basis for this finding, and recommendations shall be communicated in writing to both parties, the Associate Director of OEOD, the Respondent's immediate administrative supervisor, and the senior administrative officer of the Respondent's administrative unit (the vice president or, if the Respondent is a vice president, to the President).

A finding by the majority of the Hearing Committee that the Respondent has, more likely than not, violated the Sexual Harassment policy must be accompanied by recommendations for remedial action reasonably calculated to stop the harassment or disciplinary sanctions up to and including termination of employment. If the committee finds that the complaint was deliberately false and malicious, this finding, together with a recommendation for appropriate disciplinary action against the Complainant, shall be forwarded to the senior administrative officer of the Complainant's administrative unit.

6. Administrative Action Following the Hearing Committee Recommendations *(last revised January 27, 2006)*

The senior administrative officer may accept the recommendations of the Hearing Committee or may recommend disciplinary actions more or less severe than those recommended by the Hearing Committee for persuasive reasons that shall be stated in writing to the Respondent and the Hearing Committee. If the Respondent accepts the recommendation of the senior administrative officer, the remedial action or disciplinary sanction shall be implemented without further review by the President. If the Respondent rejects such officer's recommendation, the President shall review the case and recommendation and shall make the final decision on the disposition of the case. Since the procedures herein are designed to provide appropriate relief and due process, appeals through other grievance procedures such as Section K of the *Manual* cannot be made by either party.

IV. Expectations for Members of the University Community *(new section added December 14, 2004)*

- A. Cooperation and participation by the members of the University community in the resolution of a complaint under these procedures is necessary.
- B. The Complainant, Respondent, and all witnesses shall be truthful in their testimony. Failure to comply with this expectation may result in the imposition of University sanctions.
- C. No person shall restrain, interfere with, coerce, attempt to intimidate, or take any reprisal against a participant under these procedures. Failure to comply with this expectation may result in the imposition of University sanctions.

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Date: April 17, 2014
To: Tim Gallagher, Chair Faculty Council
From: David Greene, Chair
Committee on Responsibilities and Standing of Academic Faculty
Subject: Proposed revision to Section Appendix 1 of the *Manual*

The Committee on Responsibilities and Standing of Academic Faculty

MOVES, THAT Section Appendix 1 OF THE *ACADEMIC FACULTY AND ADMINISTRATIVE PROFESSIONAL MANUAL* BE REVISED AS FOLLOWS:

Please note the language: additions underlined, deletions ~~overseored~~.

APPENDIX 1: Discrimination, Harassment, Sexual Harassment, Sexual Misconduct, Domestic Violence, Dating Violence, Stalking, and Retaliation

Purpose of Policy

Colorado State University is committed to providing an environment that respects the dignity and worth of every member of its community. The University strives to create and maintain a work and study environment that is fair, inclusive, and responsible so that each member of the University community is treated with dignity and respect and is rewarded for relevant considerations such as ability and performance. The purpose of this policy is to define the types of conduct that are prohibited by the University as a means of achieving these goals and to prevent harm arising from discrimination, harassment, sexual harassment, sexual misconduct, domestic violence, dating violence, stalking and retaliation.

Colorado State University is committed to providing an environment that is free from discrimination and harassment based on race, age, creed, color, religion, national origin or ancestry, sex, gender, disability, veteran status, genetic information, sexual orientation, gender identity or expression, or pregnancy. Such an environment is necessary to a healthy learning, working, and living atmosphere because discrimination and harassment undermine human dignity and the positive connection among all people at our University. Acts of discrimination, harassment, sexual harassment, sexual misconduct, domestic violence, dating violence, stalking, and retaliation will be addressed consistent with this policy.

Consistent with state and federal law, reasonable accommodation will be provided to persons with disabilities.

This Policy supersedes all prior University Policies on discrimination, harassment, sexual harassment, sexual misconduct, domestic violence, dating violence, stalking, and retaliation.

Application of Policy

This policy applies to all members of the University community who are subject to the jurisdiction and authority of the University with respect to matters of discrimination, harassment, sexual harassment, sexual misconduct, domestic violence, dating violence, stalking, and retaliation. This includes, without limitation, students, faculty, employees, affiliates, visitors, and (where provided by law or contract) agents, contractors, subcontractors, and grantees of the University. All University business units, wherever located, are covered by this policy.

Exemptions

None.

Definitions

As used in this policy, the following terms are to be understood and applied as follows, unless clearly stated otherwise:

a. Action or conduct, as used in this policy, also includes inaction or omission where there is a responsibility to act. Action or conduct that occurs off-campus can be subject to this policy if it involves one or more Covered Persons and (a) causes an impact to any person(s) on campus, (b) reasonably relates to the health, safety and security of the campus or any person(s) on campus, or (c) reasonably relates to the Responding Party's fitness or capacity to act in accordance with his or her obligations and/or the policies of the University (e.g., the Student Conduct Code or any policy or code relating to the conduct of an employee).

b. Consent to sexual activity is consent that is informed, knowing and voluntary. Consent is active, not passive. Silence, in and of itself, cannot be interpreted as consent. Sexual activity with someone known, or who should be known, to be mentally or physically incapacitated by alcohol or other drug use, unconscious or in a state of blackout, or otherwise unable to give consent, is not valid consent. A person is considered to be incapable of giving consent when the person lacks the cognitive ability to make an important life decision, and this measure applies even when the same persons have engaged with one another in consensual sex in the past.

c. Covered Persons are all Colorado State University students, employees (including faculty), visitors, volunteers, affiliates, and (where provided by law or contract) agents, contractors, subcontractors, and grantees.

d. Dating violence means violence committed by a person:

1. who is or has been in a social relationship of a romantic or intimate nature with the impacted party; and

2. where the existence of such a relationship shall be determined based on a consideration of the following factors:

i. the length of the relationship;

ii. the type of relationship;

iii. the frequency of interaction between the persons involved in the relationship.

e. Discrimination is conduct that is based upon an individual's race, age, creed, color, religion, national origin, ancestry, sex, gender, disability, veteran status, genetic information, sexual orientation, gender identity or expression, or pregnancy, and that (a) excludes an individual from participation in, (b) denies the individual the benefits of, (c) treats the individual differently from others in, or (d) otherwise adversely affects a term or condition of an individual's employment, education, living environment or University program or activity. It is unlawful discrimination for an employer to refuse to hire, to discharge, to promote or demote, to harass during the course of employment, or to discriminate in matters of compensation, terms, conditions, or privileges of employment against any person otherwise qualified because of any of these factors. This includes failing to provide reasonable accommodation, consistent with state and federal law, to persons with disabilities.

f. Domestic violence includes felony or misdemeanor crimes of violence committed by a current or former spouse or partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the State of Colorado or other jurisdiction in which this policy applies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

g. Harassment covered under this policy is conduct that demonstrates hostility towards a person (or a group of persons) based upon that person's race, age, creed, color, religion,

national origin, ancestry, sex, gender, disability, veteran status, genetic information, sexual orientation, gender identity or expression, or pregnancy and has the purpose or effect of:

1. Creating an intimidating or hostile environment in which to work, learn, or participate in a University activity, or unreasonably interfering with or affecting any such activities; or
2. Unreasonably affecting a person's educational or work opportunities.

Harassment may take various forms, including name-calling, verbal, graphic or written statements (including the use of electronic means), or other conduct that a reasonable person would find physically threatening, harmful, or humiliating. Harassment does not have to involve the intent to cause harm, be directed at a specific target, or involve repeated incidents in order to be prohibited. Sex-based harassment includes sexual harassment, which is further defined below, and non-sexual harassment based on stereotypical notions of what is female/feminine v. male/masculine or a failure to conform to those gender stereotypes.

h. Impacted Party/Complainant: The person who reports, or is reported by another person, as having been subject to acts constituting discrimination, harassment, sexual harassment, sexual misconduct, domestic violence, dating violence, stalking or retaliation by another.

i. Responding Party: The person reported to have been engaging in acts that may constitute a violation of this policy, including discrimination, harassment, sexual harassment, sexual misconduct, domestic violence, dating violence, stalking or retaliation in violation of this policy.

j. Retaliation is any overt or covert act of reprisal, interference, restraint, penalty, discrimination, intimidation, or harassment, against any person or group for exercising rights under this policy, including opposing any practices forbidden under this policy, filing a complaint, testifying, assisting, or participating in any manner in an investigation or proceeding under this policy. This includes action taken against a bystander who intervened to stop or attempt to stop discrimination, harassment, sexual harassment, sexual misconduct, domestic violence, dating violence, stalking or retaliation. Action is generally deemed retaliatory if it would deter a reasonable person in the same circumstances from opposing practices prohibited by this policy or participating in the complaint processes under this policy.

k. Sexual harassment is harassment that is of an implicitly or overtly sexual nature, or is based on a person's actual or perceived sex, gender, sexual orientation, gender identity, or gender expression. Sexual harassment, including sexual assault, can involve persons of the

same or opposite sex, and includes any unwelcome sexual advance, request for sexual favors, or other conduct of a sexual nature when:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, education or participation in a University activity;
2. Submission to, or rejection of, such conduct by an individual is used as the basis for, or a factor in, decisions affecting that individual's employment, education or participation in a University activity; or
3. Such conduct has the purpose or effect of unreasonably interfering with an individual's employment or academic performance or creating an intimidating, offensive or hostile environment for that individual's employment, education or participation in a University activity.

I. Sexual misconduct is any conduct that constitutes sexual assault, sexual exploitation, or sexual violence, as follows:

1. Sexual assault means an actual or attempted sexual contact with another person without that person's consent. Sexual assault includes, but is not limited to:
 - i. Involvement in any sexual contact when the victim is unable to consent.
 - ii. Intentional and unwelcome touching of, or coercing, forcing, or attempting to coerce or force another to touch a person's intimate parts (defined as genital area, groin, inner thigh, buttocks, or breast).
 - iii. Sexual intercourse without consent, including acts commonly referred to as rape.
2. Sexual exploitation occurs when a person takes non-consensual or abusive sexual advantage of another for anyone's advantage or benefit other than the person being exploited, and that behavior does not otherwise constitute one of the other sexual misconduct offenses defined herein. Examples of behavior that could rise to the level of sexual exploitation include:
 - i. Prostituting another person;
 - ii. Non-consensual visual (e.g., video, photograph) or audio-recording of sexual activity;
 - iii. Non-consensual distribution of photos, other images, or information of an individual's sexual activity, intimate body parts, or nakedness, with the intent to or

having the effect of embarrassing an individual who is the subject of such images or information;

iv. Going beyond the bounds of consent (such as letting others hide in the closet to watch you having consensual sex);

v. Engaging in non-consensual voyeurism;

vi. Knowingly transmitting a sexually transmitted disease, such as HIV, to another without disclosing your STD status;

vii. Exposing one's genitals in non-consensual circumstances, or inducing another to expose his or her genitals; and

viii. Possessing, distributing, viewing or forcing others to view illegal pornography.

3. Sexual violence is a severe form of sexual harassment, and refers to physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent, including but not limited to rape, sexual assault, sexual battery, sexual coercion or similar acts in violation of state or federal law.

m. Stalking means engaging in a course of conduct directed at a specific person that would cause a reasonable person to (a) fear for his or her safety or the safety of others, or (b) suffer substantial emotional distress.

Examples of behaviors by a person stalking another are:

1. Follow you and show up wherever you are.
2. Send unwanted gifts, letters, cards, or e-mails.
3. Damage your home, car, or other property.
4. Monitor your phone calls or computer use.
5. Use technology, like hidden cameras or global positioning systems (GPS), to track where you go.
6. Drive by or hang out at your home, school, or work.
7. Threaten to hurt you, your family, friends, or pets.

8. Find out about you by using public records or online search services, hiring investigators, going through your garbage, or contacting friends, family, neighbors, or co-workers.
9. Posting information or spreading rumors about you on the Internet, through social media, in a public place, or by word of mouth.
10. Other actions that control, track, or frighten you.

Statement of Policy Principles

It is the policy of Colorado State University to maintain an academic and work environment free of discrimination, harassment, sexual harassment, sexual misconduct, domestic violence, dating violence, stalking and retaliation for students, faculty, and employees. Such conduct is contrary to the standards of the University community and common decency. It diminishes individual dignity, impedes equal employment and educational opportunities and equal access to freedom of academic inquiry, and creates barriers to fulfilling the University's scholarly, research, educational, and service missions. Such conduct will not be tolerated at the University.

Discrimination, harassment, sexual harassment, sexual misconduct, domestic violence, dating violence, stalking and retaliation also are illegal; they are prohibited in the employment context by Title VII of the 1964 Civil Rights Act, in the education context by Title IX of the Educational Amendments of 1972, and, in both employment and education contexts, by Colorado's anti-discrimination laws, including, but not limited to, C.R.S. §24-34-401, et seq. Such conduct also can violate federal and state criminal laws.

Colorado State University does not discriminate on the basis of race, age, creed, color, religion, national origin or ancestry, sex, gender, disability, veteran status, genetic information, sexual orientation, gender identity or expression, and pregnancy. The University complies with the Civil Rights Act of 1964, as amended, related Executive Orders 11246 and 11375, Title IX of the Education Amendments Act of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, Section 402 of the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, the Age Discrimination in Employment Act of 1967, as amended, The Pregnancy Discrimination Act of 1978, Americans with Disabilities Act of 1990, the Civil Rights Act of 1991, the ADA Amendments Act of 2008, the Genetic Information Nondiscrimination Act of 2008, and all civil rights laws of the State of Colorado. Accordingly, equal opportunity of employment and admission shall be extended to all persons. The University shall promote equal opportunity and treatment in employment through a positive and continuing affirmative action program for ethnic minorities, women, persons with disabilities, and veterans.

To comply with federal requirements regarding non-discrimination in admissions and operations, the University's approved non-discrimination statement must appear in major University publications such as the General Catalog. A brief required non-discrimination statement also must appear in written advertisements and University publications, including those used to inform prospective students of University programs. The required non-discrimination statements, as well as further information regarding these requirements, are available at the Office of Equal Opportunity.

The University prohibits any act of discrimination, harassment, sexual harassment, sexual misconduct, domestic violence, dating violence or stalking by a Covered Person, and any retaliation related to acts or reports of such acts. The University takes all allegations of such misconduct seriously. When allegations of such acts are reported, and a Covered Person is found to have violated this policy, consequences will result, up to and including dismissal from CSU.

All members of the CSU community are expected to not infringe upon the rights of others. This Policy has been adopted to reaffirm this principle and to provide support and recourse to those who are impacted by discrimination, harassment, sexual harassment, sexual misconduct, domestic violence, dating violence, stalking, or retaliation perpetrated by a member of the University community. When the Responding Party is determined not to be a Covered Person at the time of the report, he or she may nevertheless be subject to this policy in the event that he or she becomes a Covered Person in the future, as well as being subject to other laws and policies.

Responsibilities and Procedures

1. Title IX Sex-Based Discrimination, Harassment, Misconduct and Retaliation Involving Students

CSU has appointed a Title IX Coordinator and a Deputy Title IX Coordinator to oversee and coordinate its compliance with Title IX of the Education Amendments of 1972, 20 U.S.C. 1681 et seq. (Title IX), and its implementing regulations, 34 C.F.R. Part 106. Title IX prohibits discrimination on the basis of sex in education programs or activities by recipients of federal financial assistance. The Title IX Coordinator is the Executive Director of the Office of Equal Opportunity. The Deputy Title IX Coordinator is the Director of the Office of Support and Safety Assessment.

All CSU employees and volunteers, including faculty, staff and students acting in their employment or volunteer roles, are mandatory reporters of any violations or alleged violations of Title IX. In order to comply with this law and enable the University to proactively respond effectively and stop instances of sex-based discrimination, sexual harassment and sexual misconduct involving students at the University, all University

employees must, within 24 hours of receiving the information, report information they have about alleged or possible sex-based discrimination, sexual harassment, sexual misconduct, and retaliation involving students to the Deputy Title IX Coordinator in the Office of Support and Safety Assessment (SSA) or the Office of Equal Opportunity (OEO). Mandatory reporting means that information indicating that a person has allegedly committed or been the target of alleged or possible sex-based discrimination, sexual harassment, and sexual misconduct involving students may not be withheld, even if confidentiality is requested by the reporting party.

Being a mandatory reporter is consistent with having concern for and supporting those involved in violations or alleged violations. It signifies that campus safety is at the forefront of the community's concern. When a Covered Person discloses information, it is best for the employee or volunteer to mention they are a mandated reporter and will have to share the information with the University, but that the Covered Person will still always have the choice whether or not to share their story with others at the University whose responsibility it is to investigate. Examples of mandatory reporters include, but are not limited to:

- a. Faculty member to whom a student reveals an incident of sexual harassment or sexual misconduct involving the student or other Covered Persons protected under this policy.
- b. A Resident Assistant who receives information from one of their residents that they were assaulted by another student at an off campus party
- c. A person who is acting as a volunteer at a CSU-hosted activity who observes another person engaging in sexual contact with a child in the program.

Remember, these are just examples. Sex-based discrimination, harassment, misconduct and retaliation must be reported no matter what the circumstances if they involve students.

Employees exempt from these mandatory reporting requirements are only those employees who are statutorily prohibited from reporting such information, for example, licensed healthcare professionals acting within the scope of the professional-patient relationship, and Sexual Assault Victim Assistance Team members. If you are unsure whether or not you are exempt, you must contact OEO to determine whether or not an exemption applies. Teachers are not exempt from reporting incidents involving students unless one of these special statutory exemptions applies.

Reports of any violation or suspected violation of the protections of Title IX involving a student may be made to the Deputy Title IX Coordinator, whose name and contact information is always available online at

<http://www.supportandsafety.colostate.edu/sexual-harassment> or by calling 970-491-7407.

Upon receiving a report of alleged or possible sex-based discrimination, harassment, sexual harassment, sexual misconduct, sexual assault, or retaliation, the Deputy Title IX Coordinator will evaluate the information received and determine what further actions should be taken. Further action may include contacting the CSU Police Department. If, after such evaluation, it reasonably appears that a violation of this policy by a student or an employee has occurred, SSA will follow the appropriate procedures referenced below.

When the Responding Party is a student, the Deputy Title IX Coordinator will determine what further actions shall be taken, which may include investigation of the report and referral to the Office of Conflict Resolution and Student Conduct Services for possible action under the Student Conduct Code.

2. Sexual Misconduct, Domestic Violence, Dating Violence, Stalking and Retaliation Involving Non-Students who are Covered Persons

The Office of Support and Safety Assessment also handles complaints of sexual misconduct, domestic violence, dating violence, stalking, and related retaliation, involving non-students who are Covered Persons under this policy, and may refer such matters (or receive referrals from the CSU Police Department or other law enforcement agencies. Reports of such incidents should be made to SSA or CSUPD.

3. Employment-Related Discrimination, Harassment, and Other Violations

The Office of Equal Opportunity handles reports of discrimination and harassment in employment or educational opportunity, including sexual harassment complaints involving both students and non-student Covered Persons. (Note: student-to-student discrimination and harassment may be reported directly to the Office of Conflict Resolution and Student Conduct Services (CRSCC) at 491-7165).

There are two conditions under which the OEO will take steps, either directly with the Impacted Party or through a reporting employee, to provide information about the University's procedures for filing a complaint:

- a. when the Impacted Party is a student and the Responding Party consists of either faculty, employees, affiliates, or visitors;
- b. when the Impacted Party and the Responding Party are non-students.

The OEO will maintain, publish and follow procedures for the review and resolution of complaints where the Responding Party is not a student.

When the person alleged to have committed the violation is an agent or contractor of the University who is not subject to any disciplinary procedures of the University and it reasonably appears that a violation has occurred, the matter will be referred to the appropriate official or department for further action. This may include, as appropriate, any or all of the following:

- a. The Director of Contracting Services, for action that may be taken under the terms of a university contract, such as contract suspension or termination, demanding a change of personnel working under a contract, or initiation of contractor debarment;
- b. The CSU Police Department, for initiation of a criminal investigation and/or complaint;
- c. An outside law enforcement or governmental agency with actual or apparent jurisdiction over the alleged perpetrator.

3. First Amendment

The protections of the First Amendment must be considered if issues of speech or artistic expression are involved. Free speech rights apply in the classroom and in all other education programs and activities of public institutions, and First Amendment rights apply to the speech of students and teachers. Great care must be taken not to inhibit open discussion, academic debate, and expression of personal opinion, particularly in the classroom. Nonetheless, speech or conduct of a sexual or hostile nature that occurs in the context of educational instruction may exceed the protections of academic freedom and constitute prohibited harassment or sexual harassment if it meets the definition of harassment or sexual harassment as contained in this policy and (1) is reasonably regarded as non-professional speech (i.e., advances a personal interest of the faculty member as opposed to furthering the learning process or legitimate objectives of the course) or (2) lacks accepted pedagogical purpose or is not germane to the academic subject matter.

4. Affirmative Action

The University takes affirmative action to employ qualified women, minorities, veterans, and individuals with disabilities. For information on this Affirmative Action commitment and program, contact the OEO at oeo@colostate.edu or 970-491-5836.

5. Retaliation

Retaliation against members of the University community for making good faith reports of non-compliance with laws, regulations, or University policies is strictly prohibited, and is subject to disciplinary action up to and including termination or dismissal from employment or enrollment at the University. It is prohibited to discharge, demote, suspend, threaten, harass, intimidate or otherwise retaliate against an individual in the terms or conditions of employment or educational opportunity based on the individual's good faith report of potential non-compliance, or based on the individual's cooperation with an investigation or hearing regarding a report of potential non-compliance. Such retaliation is prohibited regardless of whether the matter reported is substantiated.

Colorado State University protects all participants in the complaint and grievance processes from retaliation. No person shall restrain, interfere with, coerce, attempt to intimidate, or take any reprisal against a participant under these procedures. Failure to comply with this expectation may result in the imposition of University sanctions up to and including termination or dismissal.

Acts or threats of retaliation constitute a serious violation of University policy, and the University encourages prompt reporting of any retaliatory action. Students should report retaliation to OEO, SSA or Conflict Resolution & Student Conduct Services (CRSCS). Employees should normally report retaliation to their supervisor, but, if the supervisor is involved in the matter, or for any reason an individual is uncomfortable speaking with his or her supervisor, the report may be made to the responsible department head, the Office of Equal Opportunity, or by using the CSU System's Compliance Reporting Hotline which may be accessed online (<http://reportinghotline.colostate.edu/>) or by calling, toll-free, 1-855-263-1884. The Hotline allows anonymous reporting if desired.

6. Required Training

Federal law requires that all newly hired CSU employees (including faculty) and incoming students participate in primary prevention and awareness programs, and that students and faculty engage in prevention and awareness programs on an ongoing basis. These programs may be offered by OEO, SSA, the President's Commission on Women and Gender Equity (PCWGE), CRSCS, and other University programs. Sexual Harassment Awareness Training is offered by OEO and may be retaken anytime as a refresher by contacting OEO at oeo@colostate.edu or by calling 970-491-5836.

7. Procedures for Complaints

The University provides fair, understandable, and legally sound procedures for handling all complaints of discrimination, harassment, sexual harassment and sexual misconduct, domestic violence, dating violence, stalking and retaliation. These procedures can vary

depending on the nature of the complaint and the status of the persons involved (i.e., student, faculty, employee, or non-employed party). The responsible departments are required to maintain, publish, and follow appropriate procedures.

Filing with External Agencies

Persons who believe that they have been subjected to discrimination, harassment, sexual harassment, sexual misconduct, or stalking may be able to file a complaint with the Colorado Civil Rights Division, the U.S. Equal Employment Opportunity Commission or the U.S. Department of Education's Office for Civil Rights. Information regarding filing charges with any of these agencies may be obtained from the Office of Equal Opportunity.

Expectations for Members of the University Community

Cooperation and participation by the members of the University community in the resolution of a complaint under these procedures is necessary. All University community members asked to participate should do so. If an Impacted Party/Complainant does not participate, the University may continue the investigation, invoke necessary interim and permanent remedies, or conclude the complaint. If a Respondent does not participate, the University will move forward with the complaint with the information it is able to collect and ascertain.

The Impacted Party/Complainant(s), Respondent(s), and all witnesses shall be truthful in their testimony. This includes statements made verbally and in writing. Failure to comply with this expectation may result in the implementation of University sanctions.

References

- Colorado State University Student Conduct Code
- US Department of Education, Office of Civil Rights – Pamphlet on Sexual Harassment
- Office of Equal Opportunity—<http://OEO.colostate.edu>

Helpful Resources

An Impacted Party may report confidentially to the following campus resources that provide support and guidance:

1. Sexual Assault Victim Assistance Team (970) 492-4242
2. Women and Gender Advocacy Center (970) 491-6384
3. Women's Clinic at CSU Health Network (970) 491-1754
4. Counseling Services (970) 491-6053

The following are other campus resources. These resources do not provide complete confidentiality.

1. Deputy Title IX Coordinator/Director of Support and Safety Assessment (970) 491-7407
 2. Colorado State University Police Department (970) 491-6425
 3. Director of Student Case Management & Referral Coordination (970) 491-8051
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Rationale: Individuals from various CSU offices collaborated to write this policy including, the Office of Policy and Compliance, Human Resources Service, Office of Equal Opportunity and Diversity, Vice President for University Operations, CSU System--Office of the General Counsel, President's Commission on Women and Gender Advocacy. Office of the Vice President for Student Affairs, Dean of Students, Office of Conflict Resolution and Student Conduct Services , and Special Advisor for Support and Safety Assessment/Deputy Title IX Coordinator. It brings CSU in compliances with Federal changes in Discrimination and harassment policies.

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Date: April 25, 2014
To: Tim Gallagher, Chair Faculty Council
From: David Greene, Chair
Committee on Responsibilities and Standing of Academic Faculty
Subject: Proposed revision to Sections K.1, K.3, K.4, K.5, K.9, K.12 of the *Manual*

The Committee on Responsibilities and Standing of Academic Faculty
MOVES, THAT Section K.1, K.3, K.4, K.5, K.9, K.12 OF THE *ACADEMIC FACULTY AND*
ADMINISTRATIVE PROFESSIONAL MANUAL BE REVISED AS FOLLOWS:

Please note the language: additions underlined, deletions ~~overseored~~.

SECTION K. RESOLUTION OF DISPUTES *(Newly Revised Section Effective July 1, 2012)*

K.1 General Information

There are several different offices at Colorado State University that deal with various aspects of dispute resolution (see the following link: <http://www.facultyandstaff.colostate.edu/ugo/UGO8-EmployeeResources1109.pdf> on the website of the University Grievance Officer). In particular, the Office of the Ombuds provides the most informal consultation, and it is a good place to start if you are not sure which office to contact.

This section describes a process for resolving disputes that cannot be resolved informally. This process begins with a formal attempt to mediate the dispute. If formal mediation is not successful, then a formal Grievance may be initiated if the dispute involves a Grievable Action (see Section K.3). Note that mediation may be possible even if the dispute does not involve a Grievable Action or if there is not a submission of a claim within the required time limit (see Section K.5).

Faculty members and administrative professionals (hereinafter referred to as "Covered Members"), including administrators in either of these two categories, must follow all applicable parts of the Section K process before pursuing any action with external agents or agencies, except in cases where Federal and/or state law gives the Covered Member the right to institute action without exhausting internal administrative remedies. This process replaces and supersedes all mediation and grievance procedures found in department and/or college codes.

It shall be the responsibility of the University, through the Offices of the Provost and the President, to assure that the Section K process is supported, respected, and enforced. This includes financial support.

The person with overall responsibility for the Section K process is the University Grievance Officer (hereinafter referred to as the "UGO"). The UGO is a tenured faculty member whose selection has been approved by both Faculty Council and the Administrative Professional Council (see Section K.12).

The Mediation process is conducted by a University Mediator (hereinafter referred to as a "UM") who is selected by the UGO from a pool of UMs. If the Covered Member is a faculty member, then the UM shall be a tenured faculty member; if the Covered Member is an administrative professional, then the UM shall be an administrative professional (see Section K.13).

If a formal Grievance is initiated and a Hearing occurs, then this Hearing shall be conducted by a Hearing Committee whose members are selected from the Grievance Panel (see Section K.11). If the Covered

~~Member is a faculty member, then the members of the Hearing Committee shall be tenured faculty members; if the Covered Member is an administrative professional, then the members of the Hearing Committee shall be administrative professionals.~~

~~The UGO is responsible for coordinating and facilitating the activities of the UMs, the Grievance Panel, and the Hearing Committees. The UGO also assures that the procedures herein established are followed reasonably and accurately and decides procedural issues as set forth herein. Any departure from these procedures shall occur only with the written approval of the UGO.~~

~~By agreement of the parties, or in the event of pressing emergencies, subject to the written approval of the UGO, the time limits set forth in Section K may be extended for reasonable periods.~~

Colorado State is committed to the timely and fair resolution of disputes. This section describes procedures for a faculty member or administrative professional to challenge a decision, recommendation or action by a direct supervisor that has an adverse academic and/or professional impact on the faculty member or administrative professional and that is unfair, unreasonable, arbitrary, capricious, retaliatory, or discriminatory. The University Grievance Program generally provides three avenues for resolution of such claims: a) informal conciliation, b) mediation, and c) a formal grievance hearing process.

Several offices on campus are available to assist with the resolution of other disputes. See the website for the Office of the Ombuds and Employee Assistance Program for details and contact information. An overview of the procedures described in this section can be found on the website of the University Grievance Officer.

K.1.1. Participants in the Grievance Process and Definition of Terms

Grievant – A faculty member or administrative professional who asserts that one or more decisions, recommendations or actions by a direct supervisor (1) has an adverse academic and/or professional effect on the faculty member or administrative professional, and (2) is unfair, unreasonable, arbitrary, capricious, or discriminatory.

Hearing Committee – A group of between three and five (3-5) faculty members or administrative professionals from the University Grievance Panel who are convened to review and make recommendations about a grievance.

Responsible Administrator – A university official to whom the supervisor in a grievance reports and who oversees the activities of the unit where the grievant is employed.

Reviewing Administrators – University officials responsible for review and approving recommendations from a Hearing Committee, namely the Provost and President. These senior officials are also responsible for supporting, respecting, enforcing the process and providing required financial resources.

Supervisor – A university administrator, faculty member, or administrative professional who oversees the work of the grievant. A supervisor also can be a state classified employee who directs the work of an administrative professional.

University Grievance Officer (UGO) – The university official responsible for administering the grievance process, advising grievants and supervisors, and coordinating involvement by others.

University Grievance Panel – A pool of faculty members or administrative professionals who are elected by their peers and volunteer to serve on a Hearing Committee, as needed and as available.

University Mediator (UM) – A neutral person from the university community appointed by the UGO to facilitate a resolution of a dispute or grievance between a grievant and supervisor.

K.3 Grievable Actions

There are three (3) separate classes of Grievable Actions. A Class A or Class B Grievance, as more fully described below, must involve a complaint by a Covered Member that a Grievable Action has occurred because a decision, recommendation, or action of an administrator (hereinafter referred to as the "Action") is unfair, unreasonable, arbitrary, capricious, and/or discriminatory and that it does or will adversely affect the Grievant in his or her academic and/or professional capacity. An issue that does not directly affect a Covered Member in such a capacity, such as dissatisfaction with a University policy of general application, is not a Grievable Action. A Class C Grievance, as more fully described below, must involve a complaint by an "at-will" employee whose employment was terminated by the University.

Only actions by administrators can constitute Grievable Actions. Also, specific sections of the Manual exempt certain actions by administrators from being Grievable Actions. In particular, a decision or action that is said to be final is not a Grievable Action.

If the administrator whose Action is being challenged no longer holds the relevant administrative position, then the administrative supervisor for this position, at his or her discretion, shall decide whether the new administrator in this position or the administrative supervisor shall participate in the Section K process.

Class A Grievances are those that involve complaints about the following specific actions: termination of contractual rights, reduction of salary, demotion, violation of academic and/or intellectual freedom, or assignment of unreasonable work loads. Class A Grievable Actions do not include a decision to terminate the employment of an "at-will" employee. The burden of proof in Class A Grievances falls upon the administrator whose Action is being challenged.

Class B Grievances involve complaints about a term or condition of employment other than those specific cases that are the basis for a Class A or Class C Grievance. Examples are reappointment, amount of salary, denial of promotion, denial of tenure, abuse of discretion, lower evaluation than deserved on a performance review, or denial of sabbatical leave. The burden of proof in Class B Grievances falls upon the Grievant.

Class C Grievances involve either a claim by an "at-will" employee that the vice president's recommendation to the President regarding the employee's termination was due to discrimination prohibited under Federal or State law or University policy or a claim by an "at-will" employee that the employee is entitled to post-termination due process. The UGO, with legal advice from the Office of the General Counsel and as provided for in Section K.12.5, shall determine whether such due process rights are in question and whether review by a Hearing Committee regarding such due process rights is warranted. The burden of proof in Class C Grievances falls upon the Grievant.

K.3. Definition of an Action, Grievable Action and Grievance

An Action is a decision, recommendation or other act by a Supervisor.

A Grievable Action is an Action by a Supervisor that has an adverse academic and/or professional effect on the Grievant and is unfair, unreasonable, arbitrary, capricious, retaliatory, or discriminatory.

A Grievance is a written complaint by a Grievant asserting that a Grievable Action has occurred.

K.3.1. A Grievable Action does not include:

- a. An issue that does not individually affect a faculty member or administrative professional, such as dissatisfaction with a university policy of general application.
- b. Actions specified in the *Academic Faculty and Administrative Professional Manual* as “final” and thus not subject to redress through the grievance process. Any action deemed “final” constitutes exhaustion of internal grievance procedures.
- c. An act by any person who is not the Grievant’s Supervisor or responsible administrator.
- d. Terms agreed to by the Grievant under a Section K mediation agreement.
- e. Acts in response to possible violations of law or endangerment of public safety.
- f. A subsequent complaint for the same action by the same supervisor once a Grievance regarding the original complaint has concluded.
- g. Termination of “at-will” employees. For information about the university’s policy regarding at-will employees and the recommended steps and considerations for disciplinary action or termination of at-will employees, employees should refer to the university policy for Administrative Professionals and Non-Tenured Academic Faculty (“At Will” Employment) found in the CSU Policy Library, as well as Section D.5.6 and E.2.1 of the *Academic Faculty and Administrative Professional Manual*. Employees may contact the University Grievance Officer with questions about disciplinary action or termination of at-will employees.

K.3.2. Types of Grievable Actions and Burden of Proof

K.3.2.1 The following are examples of Grievable Actions that have the effect of withdrawing, reducing, eliminating or denying an existing term, right, benefit, or other aspect of the Grievant’s employment. In these types of Actions, the Supervisor has the burden of proof in accordance with the processes described in Section K.3.3.

- a. termination of contractual rights;
- b. reduction of salary and/or demotion;
- c. violation of academic and/or intellectual freedom; or
- d. assignment of unreasonable workload.

K.3.2.2. The following are examples of Grievable Actions that affect a term, right, benefit or other aspect of the Grievant’s employment other than those listed above in K.3.2.1. In these types of actions, the Grievant has the burden of proof in accordance with the processes described in Section K.3.3.

- a. amount of salary;
- b. denial of reappointment;
- c. denial of promotion or tenure;
- d. lower evaluation than deserved on a performance review;
- e. denial of sabbatical leave; or
- f. failure to abide by an existing mutual agreement and/or taking an action that does not rest upon mutual agreement as identified in Sections E.10.6, E.15, I.15, and J.5 of the *Manual*.

K.3.3. Determination of the Validity of a Grievance

a. ~~The UGO shall determine whether a Grievance sets forth a Grievable Action, i.e., determination of whether an Action is a Grievable Action, i.e., whether there is a sufficient basis to pursue mediation (see Section K.8) and/or a hearing (see Section K.9), and, if so, whether it is Class A, Class B, or Class C shall be made by the UGO based on the written complaint by the Grievant and the Supervisor's response, as well as any supporting materials. The UGO may seek appropriate legal advice (see Section K.12.5). This determination by the UGO shall be made within five (5) working days of receiving the Grievant's written complaint and the Supervisor's response.~~

b. ~~If the Covered Member Grievant disagrees with this the UGO's determination, he or she may appeal this decision. Such an appeal must be made in writing to the Chair of the Grievance Panel (see Section K.11.1) within three (3) ten (10) working days of being notified-receiving written notification via email of the determination by the UGO. If such an appeal is submitted, the Chair of the Grievance Panel shall form an Appeal Committee consisting of three (3) members from the Grievance Panel, including the Chair of the Grievance Panel, for the purpose of reviewing whether the UGO's determination should be reversed or affirmed. The Chair of the Grievance Panel shall chair the Appeal Committee and recruit members following the same procedure as for the formation of a Hearing Committee (see Section K.11.4). with the Chair of the Grievance Panel assuming the role of the UGO. The Appeal Committee shall consider the appeal, the written Complaint of the Grievant and any supporting materials provided by the Grievant, as well as the response of the Supervisor and any supporting materials that are included. Within five (5) working days of the submission of the appeal, the Appeal Committee, with appropriate legal advice (see Section K.12.5), shall make a determination solely regarding the classification validity of the Grievant's appeal, specifically whether the Grievance sets forth a Grievable Action of the Action. The Appeal Committee's determination shall be made by a majority vote. The Appeals Committee's determination shall be final. The Appeal Committee shall include a written report to the UGO and the Grievant notifying them of its decision. If the Appeal Committee reverses the determination of the UGO, No the members of this Appeal Committee may shall not serve on a Hearing Committee for this Grievance.~~

K.3.4. Basis of Proof

~~The burden basis of proof regarding a Grievable Action is determined by a preponderance of the evidence (i.e., that the claim is more likely to be true than not to be true).~~

K.4. The Right to Grieve

K.4.1. Persons Entitled to Grieve

~~Any Covered Member may initiate the formal Grievance Process regarding faculty member or administrative professional may pursue resolution of a Grievable Action. (see Section K.9) if formal Mediation has not been successful. Grievances by more than one (1) Covered Member employee from a single administrative unit or department may be joined into a common grievance if, in the opinion of the UGO, their Grievances have sufficient commonality to be heard collectively, and if those employees filing Grievances from a single unit agree to join in a common Grievance. Persons initiating a Grievance under the terms and conditions of this policy are hereinafter referred to as "Grievants." The Section K process may not be used to resolve grievable disputes involving State Classified personnel.~~

K.4.2 Due Process

a. ~~No action that may deprive a Covered Member of a constitutional right shall be taken unless such a member has first been accorded due process of law. If the Covered Member a Grievant initiates the Section K process with regard to such an action, the Grievable Action action shall not be effective taken prior to the completion of the Section K process.~~

b. ~~University employees not designated pursuant to state law as having "at will" status have the right to initiate Class A and Class B Grievances as described in Section K.3.~~

c. ~~Covered Members who have "at will" status shall have the right to initiate Class A and Class B Grievances as described in Section K.3, except that Grievances regarding termination of employment must be Class C Grievances, rather than Class A Grievances. For termination of employment, any due process required shall be provided administratively in such a manner as may be determined by the President and vice presidents of the University~~

K.4.3 Responsibility to Respond

a. The Supervisor whose decision, recommendation or action was the basis for the Grievance shall be responsible for responding to the Grievant and the UGO within five (5) working days from the day the Grievance is submitted to the UGO and the Supervisor.

b. If the administrator- Supervisor whose Action is being challenged no longer is employed by the university or no longer holds the relevant administrative supervisory position, then the administrative supervisor for this position- responsible administrator(s) for the unit, at his or her discretion, shall decide whether the new administrator in this position or the administrative supervisor shall participate in the who should represent the unit in the Section K process. The unavailability of the original Supervisor does not affect the right of a Grievant to seek resolution. If no person in authority responds to the Grievance, the UGO shall continue with the Section K process.

c. When a faculty member has been denied promotion or tenure (see Section E.10.5.1, paragraph 6, E.13.1 paragraphs 4 and 5) in the case of a negative recommendation by the department chair, the complaint shall be directed to the department chair, who shall be responsible to respond. In the case of a negative recommendation at the college level, the complaint shall be filed against the dean, who shall be responsible to respond. In the case of a negative recommendation at the provost level, the complaint shall be filed against the provost who shall be responsible to respond.

K.4.4 Section K Process and Legal Advice

In the spirit of shared governance, it is expected that the Grievant follow all applicable parts of the Section K process before initiating legal action with external agents or agencies. However, the Grievant has the right to seek legal advice at any point during the grievance process. This expectation does not supersede the Grievant's rights under federal and/or state laws.

K.5. Initiation of the Section K Process

A claim of a Grievable Action must be submitted in writing by an administrative professional or a faculty member ~~Covered Member~~ to the UGO no later than twenty (20) working days after the date of the Action

giving rise to the Grievable Action or that point in time when the individual could reasonably be expected to have knowledge that a basis for a grievance existed. The UGO shall then meet with the ~~Covered Member~~ administrative professional or the faculty member to discuss the claim.

Within five (5) working days after receiving the written claim of a Grievable Action, the UGO shall assign a UM from the pool to mediate the dispute. The Mediation participants shall have five (5) working days from the date of the assignment of the UM to object to such an assignment. An objection may be raised only based on the UMs prior or current relationship with the Mediation participants and/or the UMs knowledge of previous related disputes. The UGO shall make the final decision on the assignment of a UM.

K.9 Initiating the Grievance Hearing Process

A formal Grievance must be initiated by the Grievant submitting a written complaint (~~hereinafter referred to as the "Complaint"~~) to the UGO and to the supervisor whose Aaction is being challenged no later than ~~five~~ ten (~~5~~10) working days after the expiration of the Mediation Period or after the decision by the UM that Mediation will not take place, as described in Section K.8. The written Complaint shall:

- a. ~~Identify~~ Describe the nature of the Grievable Action;
- b. Name the parties to the grievable dispute;
- c. Describe how the Aaction being challenged is unfair, unreasonable, arbitrary, capricious, retaliatory, or discriminatory;
- d. Identify how the Aaction adversely affects the Grievant in his or her present or future academic and/or professional capacity; and
- e. Summarize the material that the Grievant is prepared to submit to support the claim. Upon receipt of the ~~Complaint~~ from the Grievant, the supervisor shall prepare a written response (hereinafter referred to as the "Response") to the ~~Complaint~~ and submit it to the UGO and the Grievant no later than five (5) working days after receiving the ~~Complaint~~. This Response should be limited to addressing the claims and statements made in the ~~Complaint~~.

K.12 University Grievance Officer

K.12.1. – *No changes*

K.12.2 Oversight of the University Grievance Officer - *No changes*

K.12.3 – Service of the University Grievance Officer - *No changes*

K.12.4 – Duties of the University Grievance officer

The UGO shall be responsible for:

- a. Maintaining a record of actions taken as part of the processes in Section K and Section E.15.
- b. Coordinating and facilitating the activities of the Grievance Panel by maintaining the records of the Panel, scheduling all meetings of the Panel for informational and organizational purposes, scheduling meetings of its Hearing Committees, calling individuals to appear before the Hearing Committees, and establishing the rotation order for service by the members of the Panel on Hearing Committees.
- c. Overseeing the processes of Section K and Section E.15 and preparing reports to the Grievance Panel, including recommendations for improving these processes.

- d. Assuring that faculty members and administrative professionals are familiar with the provisions, components, purposes, and procedures of the processes of Section K and Section E.15.
- e. Consulting with at-will employees and the Office of General Counsel about disciplinary action or termination of at-will employees, as discussed in Section K.3.1.g.
- f. Making recommendations to Hearing Committees regarding guidelines for the operation of these committees pursuant to Section K and Section E.15.
- g. Advising potential and active parties to a Grievance of their prospects for sustaining a Grievance, including their responsibilities for following the procedural rules of Section K.10.
- h. Facilitating the conduct of Hearings decision pursuant to Section K and Section E.15.
- i. Preparing an annual report, in consultation with the Chair of the Grievance Panel each June for the Faculty Council and Administrative Professional Council, which summarizes activities and recommendations during the previous year.
- j. Maintaining and updating the list of UMs.
- k. Appointing appropriate UMs to mediate disputes involving faculty members, administrative professionals, and/or administrators.
- l. Coordinating orientation and training of University Mediators and Grievance Panel members.
- m. Assisting the Faculty Council and Administrative Professional Council in their annual evaluations of the UGO by distributing questionnaires to parties inquiring about or involved in mediation or the grievance process, and assigning numerical identifiers to each questionnaire, thus maintaining participants' anonymity.

Rationale -

K.1 changes mostly provided by UGO: The existing language is needlessly wordy. Also there are no definitions of key terms in one place, a feature in the CSU Pueblo grievance policies, which were included with approval by the Office of General Counsel.

State classified employees are specified as potential supervisors because an increasing number of administrative professionals can now report to state classifieds based on recent changes in our personnel classification system.

K.3-K.4 and K.5, 9, and 12 changes are closely related. Overall, it is the policy of the University for its supervisors to act fairly and respectfully - that is, in a manner that *could not* be characterized as unfair, unreasonable, arbitrary, capricious, retaliatory, and/or discriminatory. The grievance process as described in Section K is the statement of policy and procedure to ensure administrators in a place of authority over other employees behave in a manner consistent with what the University expects. This proposal is a reorganization of essential aspects of Section K.3 and K.4. Classes of grievance as described in the current version of the *Manual* have been replaced with more readable, less legalistic language and organization; the same examples of grievable actions have been included in this revision. Some have been added, others clarified.

K.5, 9, and 12 changes, although in different sections, all pertain to procedures for initiating Section K processes (either original complaint or beginning the formal grievance following unsuccessful mediation). Proposed changes provide (1) more time for the grievant to assemble the formal written complaint; (2) specify the role of the UGO in determining whether proper procedure was followed in the termination of an administrative professional or a non tenure-track faculty member by an immediate supervisor.