

(To Faculty Council Members: Your critical study of these minutes is requested. If you find errors, please call, send a memorandum, or E-mail immediately to Diane L. Maybon, ext. 1-5693.)

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

**MINUTES  
FACULTY COUNCIL**

March 5, 2002

**CALL TO ORDER**

The Faculty Council meeting was called to order at 4:15 p.m. by Ms. Sue Ellen Charlton, Chair.

**ANNOUNCEMENTS**

Ms. Charlton announced that the next regularly scheduled Faculty Council meeting will be held on Tuesday, April 2, 2002 in Room A205 Clark Building beginning at 4:15 p.m.

Ms. Charlton announced that the April 2, 2002 Faculty Council Administration/Faculty Council Dialogue will be presented by President Albert C. Yates. A Current Issues topic will be announced at a later date.

Ms. Charlton recognized Mr. David Mogen, Chair, Committee on Faculty Governance. Mr. Mogen announced that the elections for the Faculty Council Standing Committee vacancies and the Grievance Panel will be held at the April 2, 2002 Faculty Council meeting.

Ms. Charlton announced that Executive Committee, acting for Faculty Council at its February 12, 2002 meeting, adopted a motion to clarify the intent of the body when Section C.2.1.3.3 of the Code was adopted at the February 5, 2002 Faculty Council meeting. It was clarified that the term of office for the Chair of Faculty Council elected at the March 5, 2002 Faculty Council meeting will be two years, contingent upon State Board of Agriculture approval. If the State Board of Agriculture does not adopt this Code change, the election will revert back to a one-year term.

**MINUTES TO BE APPROVED**

A. **FACULTY COUNCIL MEETING MINUTES - FEBRUARY 5, 2002**

Mr. F. Brent Reeves MOVED TO APPROVE THE FACULTY COUNCIL MEETING MINUTES OF FEBRUARY 5, 2001.

THE FEBRUARY 5, 2001 FACULTY COUNCIL MINUTES WERE APPROVED.

**REPORTS TO BE RECEIVED**

A. **FACULTY COUNCIL REPRESENTATIVE TO THE STATE BOARD OF AGRICULTURE - MR. C. W. MILLER - FEBRUARY 5, 2002 STATE BOARD OF AGRICULTURE MEETING.**

Ms. Charlton explained that Mr. Miller's report on the February 5, 2002 State Board of Agriculture meeting was included in the Faculty Council agenda as a separate item. Ms. Charlton recognized Mr. Miller to present his report.

Mr. Miller noted that his written report was included in the agenda items. He summarized his report.

MR. MILLER'S REPORT WAS RECEIVED.

B. REPORT - PROVOST/ACADEMIC VICE PRESIDENT - MR. PETER NICHOLLS, PROVOST/ACADEMIC VICE PRESIDENT

Ms. Charlton recognized Mr. Peter Nicholls, Provost/Academic Vice President to present the Provost/Academic Vice President's Report.

Mr. Nicholls began by giving a biographical sketch of himself. Mr. Nicholls pointed out that he has been associated with Colorado State University for a few short weeks but is impressed with the programs that the University supports. Mr. Nicholls said that he intends to maintain and enhance Colorado State University's excellent reputation in spite of the challenges ahead. He explained that he considers himself a Provost for the faculty. He believes in open communication and is looking forward to working with the faculty and administrators at Colorado State University.

MR. NICHOLLS' REPORT WAS RECEIVED.

SPECIAL ACTIONS

A. CHANGES IN CURRICULUM TO BE APPROVED: UNIVERSITY CURRICULUM COMMITTEE MINUTES - JANUARY 14 and 28, 2002

Ms. Sally Sutton, Chair, University Curriculum Committee, MOVED THAT FACULTY COUNCIL APPROVE THE CHANGES IN CURRICULUM IN THE UNIVERSITY CURRICULUM COMMITTEE MINUTES OF JANUARY 14 AND 28, 2002.

Ms. Sutton noted the following exemptions in the January 14, 2002 University Curriculum Committee minutes:

Request to add a Graduate Interdisciplinary Studies Program in Geospatial Science and  
Request to drop the Major in Industrial Technology Management

Ms. Sutton noted that these items will appear later in the agenda under special action items.

Ms. Sutton also exempted from the January 14, 2002 University Curriculum Committee minutes the request from the Department of Natural Resource Recreation and Tourism to add a concentration in Global Tourism. This item needs further review by the University Curriculum Committee.

Ms. Sutton noted the following exemptions in the January 28, 2002 University Curriculum Committee minutes:

Minimum Grade Requirement for Major in Sociology  
Revisions to Section H of the *Curricular Policies and Procedures Handbook* "Availability of Courses through Resident Instruction"

Ms. Sutton explained that these items need special action by Faculty Council and will be forthcoming.

Ms. Sutton also exempted from the January 28, 2002 University Curriculum Committee minutes the following Major Changes in Courses: C341 03(3-0-0) Organic Chemistry I change to C345 04(3-3-0) Organic Chemistry I, and C343 03 (3-0-0) Organic Chemistry II to C346 04(3-3-0) Organic Chemistry II found on page 3, and Course Drops: C344 02(o-6-0) Organic Chemistry Laboratory found on page 4. The department has requested that these items be exempt so the University Curriculum Committee can review the requests in more detail.

MS. SUTTON'S MOTION WAS ADOPTED WITH THE EXEMPTIONS.

B. 2002-04 ELECTION FOR FACULTY COUNCIL CHAIR - COMMITTEE ON FACULTY GOVERNANCE

Mr. Mogen announced that the Committee on Faculty Governance nominated Mr. David Allen, Department of Political Science, for the position of Chair of Faculty Council.

Ms. Charlton asked for nominations from the floor. Hearing no nominations from the floor, the nominations were closed.

Mr. David Allen was elected as Chair of Faculty Council for the term 2002-2004.

C. 2002-03 ELECTION FOR FACULTY COUNCIL VICE CHAIR - COMMITTEE ON FACULTY GOVERNANCE

Ms. Charlton recognized Mr. Mogen, Chair, Committee on Faculty Governance. Mr. Mogen announced that the Committee on Faculty Governance nominated Mr. F. Brent Reeves, Department of Biology, for the position of Vice Chair of Faculty Council.

Ms. Charlton asked for nominations from the floor. Hearing no nominations from the floor, the nominations were closed.

Mr. F. Brent Reeves was elected as Vice Chair of Faculty Council for the term 2002-2003.

D. 2002-03 ELECTION FOR FACULTY COUNCIL STATE BOARD OF AGRICULTURE REPRESENTATIVE - COMMITTEE ON FACULTY GOVERNANCE

Ms. Charlton recognized Mr. Mogen, Chair, Committee on Faculty Governance. Mr. Mogen announced that the Committee on Faculty Governance nominated Mr. C. W. Miller, Department of Biomedical Sciences, for the position of Faculty Representative to the State Board of Agriculture.

Ms. Charlton asked for nominations from the floor. Hearing no nominations from the floor, the nominations were closed.

Mr. C. W. Miller was elected as the Faculty Representative to the State Board of Agriculture for the term 2002-2003.

E. APPROVAL OF DEGREE CANDIDATES - MAY 2002 SPRING COMMENCEMENT - MR. PETER NICHOLLS, PROVOST/ACADEMIC VICE PRESIDENT

Mr. Nicholls, Provost/Academic Vice President, MOVED TO APPROVE THE CANDIDATES WHO MEET DEGREE REQUIREMENTS FOR GRADUATION AT THE CLOSE OF THE SPRING 2002 SEMESTER.

MR. NICHOLLS' MOTION WAS ADOPTED.

F. PROPOSED GRADUATE INTERDISCIPLINARY STUDIES PROGRAM IN GEOSPATIAL SCIENCE - UNIVERSITY CURRICULUM COMMITTEE

Ms. Sutton, Chair of the University Curriculum Committee MOVED THAT FACULTY COUNCIL ADOPT THE PROPOSED REQUEST TO ADD A GRADUATE INTERDISCIPLINARY STUDIES PROGRAM IN GEOSPATIAL SCIENCE EFFECTIVE SUMMER SESSION 2002.

Ms. Sutton explained that the rationale for this proposal is found on page 20 of the Faculty Council agenda materials.

MS. SUTTON'S MOTION WAS ADOPTED.

- G. PROPOSED REQUEST TO DROP THE B.S. DEGREE PROGRAM IN INDUSTRIAL TECHNOLOGY MANAGEMENT IN THE DEPARTMENT OF MANUFACTURING TECHNOLOGY AND CONSTRUCTION MANAGEMENT EFFECTIVE SPRING SEMESTER 2004 - UNIVERSITY CURRICULUM COMMITTEE

Ms. Sutton, Chair of the University Curriculum Committee MOVED THAT FACULTY COUNCIL ADOPT THE PROPOSED REQUEST TO DROP THE B.S. DEGREE PROGRAM IN INDUSTRIAL TECHNOLOGY MANAGEMENT IN THE DEPARTMENT OF MANUFACTURING TECHNOLOGY AND CONSTRUCTION MANAGEMENT EFFECTIVE SPRING SEMESTER 2004

Ms. Sutton explained that the rationale for this proposal is found on page 37 of the Faculty Council agenda materials.

MS. SUTTON'S MOTION WAS ADOPTED.

#### CURRENT ISSUES TOPIC

- A. CURRENT ISSUES TOPIC: "Appraisal Systems for Administrators" - Mr. Alan Tucker, Interim Vice Provost for Faculty Affairs, Mr. Robert Hoffert, Dean, Liberal Arts, and Mr. Paul Kugrens, Professor of Biology, Immediate Past Chair, Faculty Council

Ms. Charlton introduced Mr. Alan Tucker, Mr. Robert Hoffert, and Mr. Paul Kugrens to present the Current Issues Topic: "Appraisal Systems for Administrators." Ms. Charlton explained that the Executive Committee has been discussing the possibility of a systematic evaluation of administrators across campus and thought it would be good to present a current issues topic on the subject.

Mr. Kugrens explained that he would be summarizing the system used at the University of Colorado-Boulder. He noted that the University of Colorado-Boulder began using this system in 1992 and it has evolved to what they are using today. He noted that the appraisal program is directed by the Boulder Faculty Assembly and is designed to foster high quality academic administration on the Boulder campus and to encourage administrators to be responsive to faculty concerns. The appraisal invites faculty members to rate and comment on the performance of campus, system and college administrators, then distributes the results to the faculty assembly members, administrators, their supervisors, and the public. The program is modeled after the course questionnaire program used by students to rate and comment on courses and instructors. He added that all responses are anonymous. He explained that questions 1-9 are applicable to all administrators and questions 10-21 are specific to a named administrator. The questions can change from year to year. There is also a third component called a "Satisfaction Survey" that allows faculty to comment how they feel about certain policies, etc. He noted that the response rate is 46 percent. The narrative comments are transcribed and sent only to the individual administrator but the numerical scoring is made public. He noted that complete information concerning the appraisal system can be found at the following University of Colorado website: <http://www.colorado.edu>. (Information is included as an addendum to these minutes.)

Mr. Hoffert presented a summary of how evaluations of administrators are done in the College of Liberal Arts. He said the evaluations begin with an annual activity report used for faculty. Each department has an evaluation committee defined by department code. The evaluation committee distributes to all faculty and staff of the department the evaluation instrument which consists of seven questions and six areas of evaluation and one overall assessment and an invitation to add additional questions. A five-point scale is used on the evaluation. Administrators are evaluated on: management of the department, setting program objectives, academic values, administrative fairness, support for professional development, support for diversity and finally overall support for the chair. Each question allows for a narrative comment. The forms are not seen by the

administrator. The evaluation committee tabulates responses and writes out comments and that document is shared with the administrator. The evaluation committee also develops, based on faculty input, its own narrative evaluation response. All materials are then submitted to the dean.

Mr. Tucker explained that he had requested from each dean a summary review of the procedures used for evaluation of administrators. Mr. Tucker presented an overhead which highlighted the various procedures used. It was noted that some colleges are very extensive in their reviews and others are not. He noted that all departments are in compliance with Section C.2.7 of the Code in the *Manual*. (The overhead is included as an addendum to the minutes for informational purposes.) He stated that a more standardized evaluation similar to the one used by the University of Colorado-Boulder would be good, but suggested that a limited number of questions be used to ensure a better response.

Mr. Reeves asked what the response rates were from faculty in the different colleges. Mr. Tucker did not have that information. Mr. Reeves asked if most faculty evaluations were fair. Mr. Hoffert responded that in his college the faculty members are very fair and want people to succeed not fail. He noted that in every department there are always some unhappy faculty members. Mr. Gary White asked how the evaluation committee is formed. Mr. Hoffert responded that each department code establishes how the evaluation committee is formed. Mr. Rajinder Ranu asked how effective the system is in Liberal Arts. Mr. Hoffert replied that he has not assessed the evaluation system. He said that he does make an effort to make sure that the dean's written evaluation is a different voice. He does not focus on scores or rating but processes information to focus on most positive challenges for the continued success and sense of direction of the chairs. Mr. Patrick Pellicane asked what happens when the faculty opinions differ from the corporate view. Mr. Hoffert responded that most evaluations are a blend of different perspectives. Mr. Reeves thought it would be a good idea to include a synopsis of the activities of chairs and deans on the evaluation form. Ms. Charlton asked Mr. Nicholls what system for evaluation of administrators was used at Kansas State University. Mr. Nicholls responded that he had used a system similar to Colorado State University. He noted that in his college a self-evaluation was used with faculty input and comments.

Ms. Charlton asked Faculty Council members to E-mail additional comments regarding this issue to the Faculty Council office.

THE MEETING WAS ADJOURNED AT 5:35 P.M.

Sue Ellen Charlton, Chair  
David Allen, Vice Chair  
Diane L. Maybon, Recording Secretary

ATTENDANCE  
**BOLD INDICATES PRESENT AT MEETING**  
UNDERLINE INDICATES ABSENT AT MEETING

**AGRICULTURAL SCIENCES**

<b>Jerry Eckert</b>	<b>Agricultural and Resource Economics</b>
<u>David Ames</u>	<u>Animal Sciences</u>
<b>Rajinder Ranu</b>	<b>Bioagricultural Sciences &amp; Pest Management</b>
<u>Stephen Wallner</u>	<u>Horticulture &amp; Landscape Architecture</u>
<u>Greg Butters</u>	<u>Soil and Crop Sciences</u>
<b>Stephen Davies</b>	<b>College-at-Large</b>
<u>Dana Hoag</u>	<u>College-at-Large</u>
<b>Dennis Lamm</b>	<b>College-at-Large</b>

**APPLIED HUMAN SCIENCES**

<b>Molly Eckman</b>	<b>Design, Merchandising, and Consumer Sciences</b>
<b>Robert Gotshall</b>	<b>Exercise and Sport Science</b>
<u>David A. Sampson</u>	<u>Food Science and Human Nutrition</u>
<b>Gene G. Abkarian</b>	<b>Human Development and Family Studies</b>
<b>Charles W. Smith</b>	<b>Manufacturing Technology and Construction Management</b>
<b>Patti Davis for David Greene</b>	<b>Occupational Therapy</b>
<b>Carole Makela</b>	<b>School of Education</b>
<u>Robert Jackson</u>	<u>Social Work</u>
<b>Victor Baez</b>	<b>College-at-Large</b>

**BUSINESS**

<b>Don Samuelson</b>	<b>Accounting</b>
<b>F.C. "Ted" Weston</b>	<b>Computer Information Systems</b>
<b>Timothy Gallagher</b>	<b>Finance and Real Estate</b>
<b>Raymond Hogler</b>	<b>Management</b>
<u>Kathleen Kelly</u>	<u>Marketing</u>

**ENGINEERING**

<b>Roger Pielke</b>	<b>Atmospheric Science</b>
<b>Vincint G. Murphy</b>	<b>Chemical and Bioresource Engineering</b>
<b>Paul Heyliger</b>	<b>Civil Engineering</b>
<b>Gary Y. Robinson</b>	<b>Electrical Engineering</b>
<b>Harry Edwards</b>	<b>Mechanical Engineering</b>
<b>Luis Garcia</b>	<b>College-at-Large</b>
<u>Ramchand Oad</u>	<u>College-at-Large</u>

**LIBERAL ARTS**

<b>E. Pressel for Norberto Valdez</b>	<b>Anthropology</b>
<b>Peter Jacobs</b>	<b>Art</b>
<b>Steven J. Shulman</b>	<b>Economics</b>
<b>David Mogen</b>	<b>English</b>
<b>Jay Bodine</b>	<b>Foreign Languages and Literatures</b>
<b>Diane C. Margolf</b>	<b>History</b>
<u>Michael Thaut</u>	<u>Music, Theater, and Dance</u>
<b>Grant Lee</b>	<b>Philosophy</b>

**LIBERAL ARTS (Continued)**

<b>Robert Lawrence</b>	<b>Political Science</b>
<b>Evan C. Vlachos</b>	<b>Sociology</b>
<b>Eric Aoki</b>	<b>Speech Communication</b>
<b>Kirk Hallahan</b>	<b>Journalism and Technical Communication</b>
<u>Ruth Alexander</u>	<u>College-at-Large</u>
<b>Holmes Rolston</b>	<b>College-at-Large</b>
<u>Ellen Brinks</u>	<u>College-at-Large</u>
<u>William Marvin</u>	<u>College-at-Large</u>

**NATURAL RESOURCES**

<b>Jerry Magloughlin</b>	<b>Earth Resources</b>
<b>Gary White</b>	<b>Fishery and Wildlife Biology</b>
<b>Patrick Pellicane</b>	<b>Forest Sciences</b>
<u>Glenn Haas</u>	<u>Natural Resource Recreation and Tourism</u>
<u>Wayne Leininger</u>	<u>Rangeland Ecosystem Science</u>

**NATURAL SCIENCES**

<u>David E. Fahrney</u>	<u>Biochemistry and Molecular Biology</u>
<b>Paul Kugrens</b>	<b>Biology</b>
<u>George Barisas</u>	<u>Chemistry</u>
<b>Dale Grit</b>	<b>Computer Science</b>
<b>Kenneth Klopfenstein</b>	<b>Mathematics</b>
<b>R. "Steve" Robinson</b>	<b>Physics</b>
<u>Russell S. Cropanzano</u>	<u>Psychology</u>
<b>Philip Lee Chapman</b>	<b>Statistics</b>
<b>David Steingraeber</b>	<b>College-at-Large</b>
<b>Gary E. Maciel</b>	<b>College-at-Large</b>
<u>Yian Shi</u>	<u>College-at-Large</u>
<b>F. Brent Reeves</b>	<b>College-at-Large</b>
<b>Richard Eykholt</b>	<b>College-at-Large</b>

**VETERINARY MEDICINE AND BIOMEDICAL SCIENCES**

<b>John E. Rash</b>	<b>Anatomy and Neurobiology</b>
<b>David Twedt</b>	<b>Clinical Sciences</b>
<b>Howard Ramsdell</b>	<b>Environmental and Radiological Health Sciences</b>
<b>Robert L. Jones</b>	<b>Microbiology, Immunology and Pathology</b>
<u>Gerald N. Callahan</u>	<u>College-at-Large</u>
<b>Ted S. Stashak</b>	<b>College-at-Large</b>

**UNIVERSITY LIBRARIES**

<b>Barbara Branstad</b>	<b>Libraries</b>
<b>Lou E. Anderson</b>	<b>At-Large</b>
<b>Michael Culbertson</b>	<b>At-Large</b>

**EX OFFICIO VOTING MEMBERS** (*\*Indicates Member of Faculty Council*)

<b>David Mogen*</b>	<b>Chair, Committee on Faculty Governance</b>
<u>Jack Hautalouma</u>	<u>Chair, Committee on Intercollegiate Athletics</u>
<u>Robert Liebler</u>	<u>Chair, Committee on Libraries</u>
<b>Douglas Ernest</b>	<b>Chair, Committee on Responsibilities &amp; Standing of Academic Faculty</b>
<b>Jerry Eckert*</b>	<b>Chair, Committee on Scholarship Research &amp; Graduate Education</b>
<u>Elaine Worzala</u>	<u>Chair, Committee on Scholastic Standards and Awards</u>
<b>Bruce Wunder</b>	<b>Chair, Committee on Strategic and Financial Planning</b>
<b>William Timpson</b>	<b>Chair, Committee on Teaching and Learning</b>
<u>Karl Krahnke</u>	<u>Chair, Committee on University Programs</u>
<b>Sally Sutton</b>	<b>Chair, University Curriculum Committee</b>

**OFFICERS OF FACULTY COUNCIL**

<b>Sue Ellen Charlton</b>	<b>Chair, Faculty Council</b>
<b>David Allen</b>	<b>Vice Chair, Faculty Council</b>
<b>C. W. Miller, Excused</b>	<b>SBA Representative</b>
<b>David Vancil</b>	<b>Parliamentarian</b>

**NON-ELECTED NON-VOTING MEMBERS**

<u>Albert C. Yates</u>	<u>President</u>
<b>Peter Nicholls</b>	<b>Provost/Academic Vice President</b>
<u>Anthony Frank</u>	<u>Vice President for Research and Information Technology</u>
<u>Linda Kuk</u>	<u>Vice President for Student Affairs</u>
<u>James Heird</u>	<u>Acting Dean, College of Agricultural Sciences</u>
<u>Nancy K. Hartley</u>	<u>Dean, College of Applied Human Sciences</u>
<b>Robert W. Hoffert</b>	<b>Dean, College of Liberal Arts</b>
<u>Daniel Costello</u>	<u>Dean, College of Business</u>
<u>Neal Gallagher</u>	<u>Dean, College of Engineering</u>
<u>Diana Wall</u>	<u>Interim Dean, College of Natural Resources</u>
<b>Tom Sneider</b>	<b>Interim Dean, College of Natural Sciences</b>
<u>Lance Perryman</u>	<u>Dean, College of Veterinary Medicine and Biomedical Sciences</u>
<u>Julie Wessling</u>	<u>Interim Dean, University Libraries</u>
<b>James Fry</b>	<b>Dean, Graduate School</b>