

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
April 15, 2003

CALL TO ORDER

The Faculty Council meeting was called to order at 4:20 p.m. by Mr. Brent Reeves, Acting Chair.

ANNOUNCEMENTS

Mr. Reeves noted two announcements that were not on the agenda. Mr. Reeves announced that on Saturday April 5, 2003 a Memorial Service was held for Mr. David Allen. Mr. Reeves explained he presented an engraved plaque with a Resolution of Appreciation to Mr. Allen's brother, Mr. Robert Allen. Mr. Reeves recognized Mr. Jerry Eckert.

Mr. Eckert presented the following Resolution of Appreciation, adopted by Executive Committee, acting for Faculty Council.

RESOLUTION OF APPRECIATION

WHEREAS, David W. Allen served the University and its Academic Faculty members and students for over 15 years with excellence and loyalty;

WHEREAS, He contributed to the deliberations of the Faculty Council and its Executive Committee with intelligence and integrity;

WHEREAS, He graced the Office of the Provost with his wit and thoughtfulness;

THEREFORE BE IT RESOLVED, That the Faculty Council of Colorado State University extends this memorial resolution to the family of David W. Allen with profound gratitude for his life among us and for his passionate dedication to the University.

Mr. Reeves announced that a Retirement Reception was held for Ms. Penelope Bauer on Thursday, April 3, 2003. Mr. Reeves noted that Mr. C. W. Miller presented a Resolution of Appreciation to Ms. Bauer at that reception. Mr. Reeves recognized Mr. Miller.

Mr. Miller presented the following Resolution of Appreciation, adopted by Executive Committee, acting for Faculty Council.

RESOLUTION OF APPRECIATION

WHEREAS, Penelope (Penny) Bauer has served Colorado State University and its Academic Faculty with distinction for more than 33 years;

WHEREAS, Penny served over 14 years as a member of the Faculty Council, including two years as Chairperson of the Faculty Council, two years as Vice Chairperson of the Faculty Council, four years as Chairperson of the Committee on Responsibilities and Standing of Academic Faculty, and two years as Chairperson of the Committee on Intercollegiate Athletics;

WHEREAS, Penny was an early and committed supporter of the Faculty Women's Caucus;

WHEREAS, Penny committed herself to all of these activities with objectivity, diligence, and intelligence;

THEREFORE BE IT RESOLVED, That the members of the Executive Committee, acting on behalf of the Faculty Council, extend to Penny Bauer its warmest appreciation for her work in faculty governance and representation at Colorado State University; and

THEREFORE BE IT RESOLVED, That the members of the Executive Committee extend to Penny Bauer its wishes for continued success in her future endeavors.

Mr. Reeves announced that the next regularly scheduled Faculty Council meeting will be held on May 6, 2003 in Room A205 Clark Building at 4:15 p.m.

Mr. Reeves announced that the Administrative/Faculty Dialogue for May 6, 2003 will be presented by President Albert C. Yates.

Mr. Reeves announced that there will not be a Faculty Council Current Issues Topic presented at the May 6, 2003.

Mr. Reeves recognized Mr. Israel Broner, Chair, Committee on Faculty Governance.

Mr. Broner announced that the 2003-2004 Sexual Harassment Panel and Benefits Committee Elections will be conducted at the May 6, 2003 Faculty Council meeting.

MINUTES TO BE APPROVED

A. FACULTY COUNCIL MEETING MINUTES - MARCH 4, 2003

Mr. Richard Eykholt moved to approve the Faculty Council Meeting Minutes - March 4, 2003.

MR. EYKHOLT'S MOTION TO APPROVE THE FACULTY COUNCIL MEETING MINUTES OF MARCH 4, 2003 WAS ADOPTED.

REPORTS TO BE RECEIVED

A. FACULTY COUNCIL REPRESENTATIVE TO THE BOARD OF GOVERNORS - Mr. C. W. Miller - March 18, 2003 Board of Governors Meeting

Mr. Reeves recognized Mr. Miller, Board of Governors Representative.

Mr. Miller distributed his report to Faculty Council members. Mr. Miller's report is attached as an addendum to the April 15, 2003 Faculty Council meeting minutes.

MR. MILLER'S REPORT WAS RECEIVED.

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

Mr. Reeves recognized Mr. Peter Nicholls Provost/Academic Vice President.

Mr. Nicholls extended his appreciate and thanks to Mr. Reeves for his willingness to assume the duties of Chair of Faculty Council. Mr. Nicholls also expressed his appreciation and thanks to Ms. Diane Maybon for her support during this time of transition.

Mr. Nicholls noted that President Yates sent an email on March 28 to the campus outlining the budget planning for FY2003-04. Mr. Nicholls explained that the University is facing a \$4 million gap and University administrators are working on that issue. He stated that the budget for Colorado State University has been reduced by approximately \$29 million in one year. He added that he did not know of another university facing reductions of this proportion in one year. He extended his appreciation and thanks to all the deans, department heads and faculty for their support during this budget crisis. He will continue to update the faculty on the budget planning for FY2003-04 as information becomes available.

Mr. Nicholls reported that the search for the Dean of Liberal Arts has been finalized and the Search Committee⁴ has submitted its recommendation to President Yates. President Yates is deliberating on the recommendations.

Mr. Nicholls reported that the search for the Vice Provost for Agriculture Outreach and Dean of Agricultural Sciences has completed its on-campus interviews. The Search Committee will be submitting its recommendations to President Yates on Friday, March 25.

MR. NICHOLLS' REPORT WAS RECEIVED.

C. UNIVERSITY BENEFITS COMMITTEE REPORT - MR. CLIFF MATSUMOTO, CHAIR

Mr. Reeves recognized Mr. Matsumoto, Chair, University Benefits Committee.

Mr. Matsumoto reported the escalating health care costs and medical insurance premiums continue to occupy most of the committee's work. He reported that the Benefits Committee has been analyzing issues related to the medical plan options currently available to academic faculty and administrative professionals. He noted that last year the committee did a comprehensive review of peer institutions and how benefits are paid. He explained that Colorado State University is unique in our "Ben Pay" program, thus the committee is considering changes to be more like our peers. The committee is also addressing the calculation of the "Ben Pay" to help keep costs down for employees in the lower salary ranges. The committee is also investigating the viability of self-funded medical plans.

Mr. David Ames noted that the committee should consider that any change in benefit pay affects the PERA status of employees and that could result in reduced retirement benefits to the employee.

MR. MATSUMOTO'S REPORT WAS RECEIVED.

D. COMMENT ADVISORY COMMITTEE REPORT - MS. HALCYON ENSSLE, CHAIR

Mr. Reeves recognized Ms. Enssle, Chair, Comment Advisory Committee.

Ms. Enssle noted that the Comment Advisory Committee Report could be found on pages 29-30 of the April 15, 2003 Faculty Council agenda materials.

MS. ENSSLE'S REPORT WAS RECEIVED.

SPECIAL ACTIONS

A. CHANGES IN CURRICULUM TO BE APPROVED: UNIVERSITY CURRICULUM COMMITTEE MINUTES: JANUARY 31 AND FEBRUARY 7, 14, 21, and 28, 2003

Mr. Darrell Fontane, Chair, University Curriculum Committee MOVED THAT FACULTY COUNCIL ADOPT ACTION ITEMS IN THE JANUARY 31 AND FEBRUARY 7, 14, 21, and 28, 2003 UNIVERSITY CURRICULUM COMMITTEE MEETING MINUTES CHANGES IN CURRICULUM.

Mr. Fontane noted the following exemptions:

1. February 7, 2003 University Curriculum Committee Meeting Minutes - Page 5 - All-University Core Curriculum - CAPS Second Language Admission Requirement
2. February 14, 2003 University Curriculum Committee Meeting Minutes - Page 5 - Request to add an Undergraduate Interdisciplinary Studies Program in Food Science/Safety and the All- University Core Curriculum - CAPS Second Language Admission Requirement
3. February 28, 2003 University Curriculum Committee Meeting Minutes - Page 6 - Number of Transcript Entries for a Single Course.

Mr. Fontane noted that these items require special action by Faculty Council.

MR. FONTANE'S MOTION WAS ADOPTED.

B. BALLOT 2003-05 ELECTION FOR FACULTY COUNCIL CHAIR AND CANDIDATE STATEMENTS - COMMITTEE ON FACULTY GOVERNANCE

Mr. Reeves explained the election procedure for officers of Faculty Council as follows:

C.2.1.3.3d *Voting Procedures* - The Committee on Faculty Governance will present one or more nominees, and nominations may be made from the floor. Voting will be by written ballot unless otherwise specified. If only one candidate is nominated, voting can be by voice vote. The candidate receiving a majority of votes cast will be elected. In the event that no candidate receives a majority, a second ballot will consist of two candidates receiving the highest number of votes. On the second ballot, the candidate receiving the highest number of votes will be elected.

Mr. Stephen Davies, Vice Chair, Committee on Faculty Governance presented the following faculty members for the position of Faculty Council Chair:

Mr. Jerry Eckert, Department of Agricultural Resource Economics - College of Agricultural Sciences
Mr. Israel Broner, Department of Civil Engineering, College of Engineering
Mr. C. W. Miller, Department of Biomedical Sciences, College of Veterinary Medicine and Biomedical Sciences

Mr. Reeves asked for nominations from the floor. Without objection, nominations were closed.

The ballots were distributed, cast, collected and counted for the position of Chair of Faculty Council. Mr. Davies presented Mr. Reeves with a "Tellers Report." Reeves announced that Mr. C. W. Miller was elected as Chair of Faculty Council for the term July 1, 2003 to June 30, 2005.

C. BALLOT 2003-04 ELECTION FOR FACULTY COUNCIL VICE CHAIR AND CANDIDATE STATEMENTS - COMMITTEE ON FACULTY GOVERNANCE

Mr. Davies, Vice Chair, Committee on Faculty Governance, presented Mr. F. Brent Reeves, Department of Biology, for the position of Vice Chair of Faculty Council.

Mr. Kugrens, member of Executive Committee asked for nominations from the floor. Without objections, the nominations were closed.

Mr. F. Brent Reeves was elected as Vice Chair of Faculty Council, by acclamation, for the term July 1, 2003 to June 30, 2004.

D. BALLOT 2003-04 ELECTION FOR FACULTY COUNCIL BOARD OF GOVERNORS REPRESENTATIVE AND CANDIDATE STATEMENTS - COMMITTEE ON FACULTY GOVERNANCE

Mr. Davies, Vice Chair, Committee on Faculty Governance presented Mr. Paul Kugrens, Department of Biology, for the position of Faculty Council Board of Governors Representative.

Mr. Reeves asked for nominations from the floor. Without objections, the nominations were closed.

Mr. Paul Kugrens was elected as Faculty Council Board of Governors Representative, by acclamation, for the term July 1, 2003 to June 30, 2004.

E. BALLOT 2003-2004 FACULTY COUNCIL STANDING COMMITTEE ELECTIONS - COMMITTEE ON FACULTY GOVERNANCE

Mr. Davies, Vice Chair, Committee on Faculty Governance, was recognized to present the Committee on Faculty Governance nominations for Faculty Council Standing Committees.

Mr. Davies, Vice Chair, Committee on Faculty Governance, nominated on behalf of the Committee on Faculty Governance, the following people to serve on the Committee on Faculty Governance:

Mr. Israel Broner	Engineering	2006
Ms. Suzanne Taylor	University Libraries	2006

Mr. Reeves asked for nominations from floor. Without objections, the nominations were closed.

Mr. Israel Broner and Ms. Suzanne Taylor were elected to the Committee on Faculty Governance for the term July 1, 2003 to June 30, 2006.

Mr. Davies, Vice Chair, Committee on Faculty Governance, nominated on behalf of the Committee on Faculty Governance, the following people to serve on the Committee on Intercollegiate Athletics:

Mr. Harvey Cutler	Liberal Arts	2006
Mr. Terry Nett	Vet. Med. & Biomedical Sci.	2006

Mr. Reeves asked for nominations from floor. Without objections, the nominations were closed.

Mr. Harvey Cutler and Mr. Terry Nett were elected to the Committee on Intercollegiate Athletics for the term July 1, 2003 to June 30, 2006.

Mr. Davies, Vice Chair, Committee on Faculty Governance, nominated on behalf of the Committee on Faculty Governance, the following people to serve on the Committee on Libraries:

Ms. Kim Hossner	Agricultural Sciences	2005
Ms. Noreen Reist	Vet. Med. & Biomedical Sci.	2006

Mr. Reeves asked for nominations from floor. Without objections, the nominations were closed.

Ms. Kim Hossner and Ms. Noreen Reist were elected to the Committee on Libraries. Ms. Hossner's term is April 15, 2003 to June 30, 2005 and Ms. Reist's term is July 1, 2003 to June 30, 2006.

Mr. Davies, Vice Chair, Committee on Faculty Governance, nominated on behalf of the Committee on Faculty Governance, the following people to serve on the Committee on Responsibilities and Standing of the Academic Faculty:

Ms. Jane Kneller	Liberal Arts	2006
Mr. Gary White	Natural Resources	2006
Mr. Douglas Ernest	University Libraries	2006

Mr. Reeves asked for nominations from floor. Without objections, the nominations were closed.

Ms. Jane Kneller, Mr. Gary White and Mr. Douglas Ernest were elected to the Committee on Responsibilities and Standing of the Academic Faculty for the term July 1, 2003 to June 30, 2006.

Mr. Davies, Vice Chair, Committee on Faculty Governance, nominated on behalf of the Committee on Faculty Governance, the following person to serve on the Committee on Scholarship, Research, and Graduate Education:

Ms. Kathy Partin	Vet. Med. & Biomedical Sci.	2006
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Mr. Reeves asked for nominations from floor. Without objections, the nominations were closed.

Ms. Kathy Partin was elected to the Committee on Scholarship, Research, and Graduate Education for the term July 1, 2003 to June 30, 2006.

Mr. Davies, Vice Chair, Committee on Faculty Governance, nominated on behalf of the Committee on Faculty Governance, the following people to serve on the Committee on Scholastic Standards and Awards:

Mr. Boris Kondratieff	Agricultural Sciences	2006
Mr. Chester Watson	Engineering	2006

Mr. Reeves asked for nominations from floor. Without objections, the nominations were closed.

Mr. Boris Kondratieff and Mr. Chester Watson were elected to the Committee on Scholarship, Research, and Graduate Education for the term July 1, 2003 to June 30, 2006.

Mr. Davies, Vice Chair, Committee on Faculty Governance, nominated on behalf of the Committee on Faculty Governance, the following people to serve on the Committee on Strategic and Financial Planning:

Mr. Grant Cardon	Agricultural Sciences	2005
Ms. Sonia Kreidenweis-Dandy	Engineering	2006

Mr. Reeves asked for nominations from floor. Without objections, the nominations were closed.

Mr. Grant Cardon was elected to the Committee on Strategic and Financial Planning Committee for the term April 15, 2003 to June 30, 2005. Ms. Sonia Kreidenweis-Dandy was elected to the Committee on Strategic and Financial Planning for the term July 1, 2003 to June 30, 2006.

Mr. Davies, Vice Chair, Committee on Faculty Governance, nominated on behalf of the Committee on Faculty Governance, the following people to serve on the Committee on Teaching and Learning:

Mr. William Duff	Engineering	2006
Mr. Michael Palmquist	Liberal Arts	2006

Mr. Reeves asked for nominations from floor.

Mr. Bolivar Senior, College of Applied Human Sciences was nominated from the floor.

Mr. William Duff, Mr. Michael Palmquist and Mr. Bolivar Senior were elected to the Committee on Teaching and Learning for the term July 1, 2003 to June 30, 2006.

Mr. Davies, Vice Chair, Committee on Faculty Governance, nominated on behalf of the Committee on Faculty Governance, the following people to serve on the Committee on University Programs:

Mr. Jeff Collett	Engineering	2006
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Mr. Reeves asked for nominations from floor.

Mr. Charles Smith, College of Applied Human Sciences was nominated from the floor.

Mr. Jeff Collett and Mr. Charles Smith were elected to the Committee on University Programs for the term July 1, 2003 to June 30, 2006.

Mr. Davies, Vice Chair, Committee on Faculty Governance, nominated on behalf of the Committee on Faculty Governance, the following people to serve on the University Curriculum Committee:

Ms. Michelle Mach	University Libraries	2006
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Mr. Reeves asked for further nominations from the floor. Without objections, the nominations were closed.

Ms. Michelle Mach was elected to the University Curriculum Committee for the term July 1, 2003 to June 30, 2006.

F. **BALLOT 2003-2004 GRIEVANCE PANEL ELECTION - COMMITTEE ON FACULTY GOVERNANCE**

Mr. Davies, Vice Chair, Committee on Faculty Governance, was recognized to present the Committee on Faculty Governance nominations for the Grievance Panel.

The following nominations were made by the Committee on Faculty Governance:

Mr. Steven Shulman	Liberal Arts	2003-2006
Mr. James Sites	Natural Sciences	2003-2006
Mr. Raymond S. Robinson	Natural Sciences	2003-2006
Mr. Charles Butler	Business	2003-2006
Ms. Anna DeMiller	University Libraries	2003-2006
Mr. F. C. "Ted" Weston	Business	2003-3006

Mr. Reeves asked for further nominations from the floor. Without objections, the nominations were closed.

THE MEMBERS NOMINATED FOR THE GRIEVANCE PANEL, WITH TERMS BEGINNING FALL SEMESTER 2003, WERE ELECTED.

G. REVISIONS TO *GENERAL CATALOG* - REGISTRATION AND STUDENT RECORDS - POLICY ON NUMBER OF TRANSCRIPT ENTRIES FOR A SINGLE COURSE - UNIVERSITY CURRICULUM COMMITTEE

Mr. Fontane, Chair, University Curriculum Committee, moves that Faculty Council adopt the revisions to the "Registration and Student Records" (page 92) section of the *Colorado State University General Catalog* limiting the number of times a student may attempt a single course as follows:

Additions are Underlined

Undergraduate students may have a maximum of three transcript entries for ANY specific CSU course, excepting reserved number (-80 to -99) courses and/or other courses designed to be repeated. This shall include transcript entries of "AU," "W," "NG," and any other letter grade. Currently enrolled courses equivalent dual-listed courses, and other equivalent courses shall also count toward the maximum of three entries. Departments shall consider appeals of this registration restriction for individual students in a manner consistent with other registration restrictions for courses taught by that department.

The appeal process for this policy is as follows: The appeal must be made in writing by the student, setting forth the specific reasons of why the appeal should be granted, and countersigned as to concurrence by the student's adviser and the student's department head (or designee). This written appeal must be made to the offering department no later than the first day of classes for the term in which registration is sought. The decision of the offering department regarding removal of this registration restriction for that term shall be final.

Mr. Fontane explained that the rationale for this proposal can be found on pages 43-44 of the April 15, 2003 Faculty Council agenda materials. He noted that the policy allow students only three transcript entries for any specific course and any additional entries must follow the appeal process as outlined.

Mr. Richard Eykholt MOVED TO AMEND THE MOTION AS FOLLOWS:

Undergraduate students may have a maximum of three transcript entries for ANY specific CSU course, excepting reserved number (-80 to -99) courses and/or other courses designed to be repeated. This shall include transcript entries of "AU," ~~"W,"~~ "NG," and any other letter grade. Currently enrolled courses equivalent dual-listed courses, and other equivalent courses shall also count toward the maximum of three entries. Departments shall consider appeals of this registration restriction for individual students in a manner consistent with other registration restrictions for courses taught by

that department.

Mr. Eykholt noted that he was uncomfortable having departments have the final say on a "W." Ms. Julie Inamine argued against the motion. Mr. Raymond S. Robinson stated that he was in favor of the motion because some departments are more student friendly than others. In addition, there is no reason to limit "W's."

MR. EYKHOLT MOTION TO AMEND WAS ADOPTED.

Mr. Ken Klopfenstein pointed out that this policy could cause inequity across the campus and suggested another level of appeal to the Provost to provide a final appeal process form some students. Mr. Fontane explained that having the department decide is preferable because the department would know about space limitations in courses and therefore could determine whether a student could take a course again. Mr. Dana Hoag asked how transfer credits would affect this policy. Ms. Sally Sutton responded that transfer courses are exempt from this policy, only regular CSU courses are affected.

Mr. Robinson noted that the last sentence states: "The decision of the offering department regarding removal of this registration restriction for the term shall be final." Mr. Robinson asked if there is always an avenue for an appeal, can this statement be made? Ms. Kevin Oltjenbruns, Vice Provost for Undergraduate Affairs, explained that anything but grade appeals can be appealed at a higher level.

Mr. Robinson MOVED TO AMEND THE MOTION AS FOLLOWS:

Undergraduate students may have a maximum of three transcript entries for ANY specific CSU course, excepting reserved number (-80 to -99) courses and/or other courses designed to be repeated. This shall include transcript entries of "AU," "NG," and any other letter grade. Currently enrolled courses equivalent dual-listed courses, and other equivalent courses shall also count toward the maximum of three entries. Departments shall consider appeals of this registration restriction for individual students in a manner consistent with other registration restrictions for courses taught by that department.

The appeal process for this policy is as follows: The appeal must be made in writing by the student, setting forth the specific reasons of why the appeal should be granted, and countersigned as to concurrence by the student's adviser and the student's department head (or designee). This written appeal must be made to the offering department no later than the first day of classes for the term in which registration is sought. ~~The decision of the offering department regarding removal of this registration restriction for that term shall be final.~~

Mr. Robinson explained that if there is an appeal process at a higher level for everything except grades this sentence is inappropriate. Ms. Sutton explained that after a department has made their decision that an appeal should be an option. She added, that sometimes there is not enough time to process an appeal, especially between fall and spring semesters. Mr. Eykholt asked if students have a grievance process. Ms. Oltjenbruns explained that there is a federal law that provides students an avenue for formal complaints and the University must honor these formal complaints.

MR. ROBINSON'S MOTION TO AMEND WAS NOT ADOPTED.

Mr. Klopfenstein asked if the University Curriculum Committee conducted a cost/benefit analysis of this policy. Ms. Sutton noted that a cost/benefit analysis was not conducted. Mr. Philip Chapman spoke against the amended motion because he felt that it would cause inequities across the campus if departments were left to the final decision.

MR. FONTANE'S AMENDED MAIN MOTION WAS NOT ADOPTED.

- H. REVISIONS TO SECTION 3-E OF THE COLORADO STATE UNIVERSITY ACADEMIC CORE CURRICULUM - REPORT ON OBJECTIVES AND CRITERIA - AS ADOPTED BY FACULTY COUNCIL DECEMBER 1, 1998 - SECOND LANGUAGE (CAPS) - UNIVERSITY CURRICULUM COMMITTEE

Mr. Fontane, Chair, University Curriculum Committee, withdrew this motion from the agenda.

- I. PROPOSAL TO ADD AN UNDERGRADUATE INTERDISCIPLINARY STUDIES PROGRAM IN FOOD SCIENCE/SAFETY - UNIVERSITY CURRICULUM COMMITTEE

Mr. Fontane, Chair, University Curriculum Committee, MOVED THAT FACULTY COUNCIL ADOPT THE FOLLOWING:

That an undergraduate Interdisciplinary Studies Program in Food Science/Safety be added, effective Fall Semester 2003.

Mr. Fontane noted that the rationale for this motion can be found on page 47 of the April 15, 2003 Faculty Council agenda materials.

MR. FONTANE'S MOTION WAS ADOPTED.

- J. PROPOSED REVISIONS TO THE *GRADUATE AND PROFESSIONAL BULLETIN 2002-03* - FINAL EXAMINATIONS AND PRELIMINARY EXAMINATIONS - COMMITTEE ON SCHOLARSHIP, RESEARCH AND GRADUATE EDUCATION

Mr. Jerry Eckert, Chair, Committee on Scholarship, Research and Graduate Education, MOVED THAT FACULTY COUNCIL ADOPT THE REVISIONS TO THE SECTION "GRADUATE STUDY" (FINAL EXAMINATIONS - PAGE 22 AND PRELIMINARY EXAMINATIONS - PAGE 24) OF THE *GRADUATE AND PROFESSIONAL BULLETIN 2002-03* TO BE EFFECTIVE UPON FACULTY COUNCIL ADOPTION AS FOLLOWS:

ADDITIONS - UNDERLINED - DELETIONS ~~OVERSCORED~~

GRADUATE STUDY

Final Examinations (Page 22 - *Graduate and Professional Bulletin 2002-2003*)

FINAL EXAMINATIONS

Each candidate for a degree, except for Plan C master's students, must pass a final examination which must be held prior to the end of the twelfth week of the graduation term for fall or spring semester and by the end of the fifth week of the eight-week summer term. The examining committee is normally the student's graduate committee with the adviser serving as chairperson. If a department chooses to administer a common examination to its Plan B master's candidates, a departmental examining committee may serve this function. Plans and arrangements for a common final examination for Plan B candidates must be on file with the Graduate School in advance of the examining date.

Voting at all final oral examinations shall be limited to the members of the student's committee, and

a majority vote is necessary to pass the examination. A tie vote is interpreted as failure to pass the examination. Committee members who are not academic faculty do not have a vote on the final examination.

Providing the committee approves, a candidate who fails the final examination may be reexamined once and, for the reexamination, may be required to complete further work. The reexamination must be held not later than 12 months after the first examination. The examination must not be held earlier than two months after the first examination unless the student agrees to a shorter time period. Failure to pass the second exam results in dismissal from the Graduate School.

The student is responsible for taking the Report of Final Examination (GS Form 24) to the examination and returning it, completed and signed, to the Graduate School Office within two working days after results are known; this must be prior to the end of the twelfth week of the graduation term for fall and spring semesters and prior to the end of the fifth week of the eight-week summer term.

Participation in oral examinations by the student or one or more members of the examining committee may be via electronic link so long as all are participating simultaneously and all committee members and the student have agreed to this in advance. Each such instance shall be approved in writing by the Graduate School.

PRELIMINARY EXAMINATION

Preliminary Examinations (Page 24 - *Graduate and Professional Bulletin 2002-2003*)

A preliminary examination shall be administered at least two terms before the final examination to determine whether the student is qualified to continue toward the doctorate. The usual procedure is to have written examinations in the field of specialization and supporting areas followed by an oral examination. In order to assure full information to all concerned (student, major professor, all committee members, department head, Graduate School), the intention to hold a Ph.D. Preliminary Examination is to be formally declared in advance. A target date must be declared at least one week in advance; the examination must then actually be held within a period of from six days before the target date to six days after the target date. The Graduate School must be advised of the target date on GS Form 15; all other involved parties are to be kept fully advised of the details of the scheduling. The student is responsible for obtaining the Report of Preliminary Examination (GS Form 16) from the Graduate School Office and returning it, appropriately completed, after the conclusion of the examination.

Providing the committee approves, a candidate who fails the preliminary examination may be reexamined once and, for the reexamination, may be required to complete further work. The reexamination must be held not later than 12 months after the first examination. The examination must not be held earlier than two months after the first examination unless the student agrees to a shorter time period. Failure to pass the second exam results in dismissal from the Graduate School.

Participation in oral examinations by the student or one or more members of the examining committee may be via electronic link so long as all are participating simultaneously and all committee members and the student have agreed to this in advance. Each such instance shall be approved in writing by the Graduate School.

Mr. Eckert explained that three trends suggest this revision to the *Graduate and Professional Bulletin*: increasing internationalization of CSU research activities, rapidly expanding capabilities in teleconferencing

technology, and an increasingly mobile faculty and student body. While teleconference participation in graduate degree examinations is not now prohibited, and indeed occurs periodically, this additional text is intended legitimize this practice and establish parameters related to procedures and quality control.

Mr. F. C. "Ted" Weston expressed concern about each instance needing to be approved in writing by the Graduate School and asked why this was necessary. Mr. Eckert responded that this was currently required.

MR. WESTON MOVED TO AMEND THE MAIN MOTION AS FOLLOWS:

The last paragraph in Final and Preliminary Exam Sections:

Participation in oral examinations by the student or one or more members of the examining committee may be via electronic link so long as all are participating simultaneously and all committee members and the student have agreed to this in advance. ~~Each such instance shall be approved in writing by the Graduate School.~~

MR. WESTON'S MOTION TO AMEND WAS ADOPTED.

MS. CAROLE MAKELA MOVED TO AMEND THE MOTION AS FOLLOWS:

The last paragraph in Final and Preliminary Exam Sections:

Participation in oral examinations by the student and/or one or more members of the examining committee may be via electronic link so long as all are participating simultaneously and all committee members and the student have agreed to this in advance.

MS. MAKELA'S MOTION TO AMEND WAS ADOPTED.

MR. ECKERT'S AMENDED MAIN MOTION WAS ADOPTED.

The amended main motion as adopted reads as follows:

ADDITIONS - UNDERLINED - DELETIONS ~~OVERSCORED~~

GRADUATE STUDY

Final Examinations (Page 22 - *Graduate and Professional Bulletin 2002-2003*)

FINAL EXAMINATIONS

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Voting at all final oral examinations shall be limited to the members of the student's committee, and a majority vote is necessary to pass the examination. A tie vote is interpreted as failure to pass the examination. Committee members who are not academic faculty do not have a vote on the final

examination.

Providing the committee approves, a candidate who fails the final examination may be reexamined once and, for the reexamination, may be required to complete further work. The reexamination must be held not later than 12 months after the first examination. The examination must not be held earlier than two months after the first examination unless the student agrees to a shorter time period. Failure to pass the second exam results in dismissal from the Graduate School.

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Participation in oral examinations by the student and/or one or more members of the examining committee may be via electronic link so long as all are participating simultaneously and all committee members and the student have agreed to this in advance

PRELIMINARY EXAMINATION

Preliminary Examinations (Page 24 - *Graduate and Professional Bulletin 2002-2003*)

A preliminary examination shall be administered at least two terms before the final examination to determine whether the student is qualified to continue toward the doctorate. The usual procedure is to have written examinations in the field of specialization and supporting areas followed by an oral examination. In order to assure full information to all concerned (student, major professor, all committee members, department head, Graduate School), the intention to hold a Ph.D. Preliminary Examination is to be formally declared in advance. A target date must be declared at least one week in advance; the examination must then actually be held within a period of from six days before the target date to six days after the target date. The Graduate School must be advised of the target date on GS Form 15; all other involved parties are to be kept fully advised of the details of the scheduling. The student is responsible for obtaining the Report of Preliminary Examination (GS Form 16) from the Graduate School Office and returning it, appropriately completed, after the conclusion of the examination.

Providing the committee approves, a candidate who fails the preliminary examination may be reexamined once and, for the reexamination, may be required to complete further work. The reexamination must be held not later than 12 months after the first examination. The examination must not be held earlier than two months after the first examination unless the student agrees to a shorter time period. Failure to pass the second exam results in dismissal from the Graduate School.

Participation in oral examinations by the student and/or one or more members of the examining committee may be via electronic link so long as all are participating simultaneously and all committee members and the student have agreed to this in advance.

K. APPROVAL OF ACADEMIC CALENDAR FALL 2008 THROUGH SUMMER 2009 - EXECUTIVE COMMITTEE

Mr. Paul Kugrens, Executive Committee member, MOVED THAT FACULTY COUNCIL ADOPT THE PROPOSED ACADEMIC CALENDAR FOR FALL 2008 TO SUMMER 2009AS FOLLOWS:

Academic Calendar, Fall 2008

Date	Day	Event
21-22 Aug	Th-F	Orientation
25 Aug	M	Classes Start
28 Aug	Th	End Limited Drop
31 Aug	Sun	End Limited and Initial Add
1 Sep	M	Labor Day – Holiday, no Classes – university offices closed
3 Sep	W	Registration closes – end of extended period for adding courses – last day for dropping courses without record entry, changes in grade option, and tuition and fee adjustment
20 Oct	M	End Course Withdrawal (“W”) Period*
22 Nov	S	Fall recess begins, no classes next week
27-28 Nov	Th/F	Holiday – University Offices Closed
1 Dec	M	Classes resume
12 Dec	F	Last day of classes
15-19 Dec	M-F	Final examinations

19-20 Dec	F(eve) Sat	Commencement
23 Dec	T	Grades due
24-26 Dec	W-F	Holiday – university offices closed

81 days including orientation and final examinations. 79 days excluding orientation but including final examinations

Academic Calendar, Spring 2009

Date	Day	Event
1 Jan	Th	New Years Day – holiday – university offices closed
15-16 Jan	Th-F	Orientation, advising & registration for new students
19 Jan	M	Martin Luther King Day – holiday – university offices closed
20 Jan	T	Classes begin
25 Jan	Sunday	End limited drop period
26 Jan	M	End of initial and limited add period
4 Feb	W	Registration closes – end of extended period for dropping courses without record entry, changes in grade options and tuition and fee adjustment
14 Mar	S	Spring break begins – no classes next week
23 Mar	M	End Course Withdrawal (“W”) Period*
23 Mar	M	Classes resume
8 May	F	Last day of classes

11-15 May	M-F	Final examinations
15-16 May	F(eve)-S	Commencement
19 May	T	Grades due

81 days including orientation and final examinations. 79 days excluding orientation but including final examinations

Academic Calendar, Summer 2009

Date	Day	Event
18 May	M	1st 4 week and 12 week term begins
25 May	M	Memorial Day – University offices closed, no classes
12 Jun	F	1 st 4 week term ends, examination day
15 Jun	M	2 nd 4wk term and 8 week terms begin
3 Jul	F	Independence Day Holiday – University offices closed, no classes
10 Jul	F	2 nd 4 week term ends, examination day
7 Aug	F	8 and 12 week term ends, examination day
11 Aug	T	Grades due

*WITHDRAWAL PERIOD: Because Summer classes have different time periods, the last day a student can withdraw from a course with “W” entered on the record is exactly half-way through the course. For example, if the course is offered as a 4-day intensive course, the student must request a “W” by the end of the second day; if the course is offered as an 8-week course, the student must request a “W” by the end of the 4th week. If there are any questions, please consult the Registrar’s office.

MR. KUGRENS’ MOTION WAS ADOPTED.

CURRENT ISSUES TOPIC

- A. "The Grievance Process, What is Working and What is Not Working" - Mr. Richard Eykholt, Chair, Committee on Responsibilities and Standing of Academic Faculty and Mr. Paul Bell, University Grievance Officer

Mr. Reeves announced that the Current Issues Topic has been canceled.

THE MEETING WAS ADJOURNED AT 5:50 P.M.

F. Brent Reeves, Acting Chair
Paul Kugrens, Member Executive Committee
Diane L. Maybon, Recording Secretary

ADDENDUM TO THE APRIL 15, 2003 FACULTY COUNCIL MEETING MINUTES
REPORT TO FACULTY COUNCIL (April 15, 2003)
Faculty Representative to Board of Governors
Board of Governor's Meeting, March 18, 2003 (Pueblo)

The Board approved the appointment of Ms. Connie Calway (replacement for Paula Sandovar) and Mr. Pat Broe (replacement for Ron Pettigrew) to the Board.

Board Secretary's Agenda: Meeting dates for remainder of the academic year were distributed: May 7th (Fort Collins); June 17th (Pueblo). Thirty seven (37) sabbatical leave reports were available.

Board President's Agenda: None

Chancellor's Agenda: President Yates reported that the student housing project was approved at the CCHE meeting of February 7th meeting. The President reported that the CSU Denver Center will be relocating at the end of May 2003 to the 14th and 15th floors at 410 17th Street. The "Colorado Performance Pay" issue was discussed and the Board was informed that the JBC will provide NO funding for this initiative in only its second year (cost would have been \$1.17 million). The salary survey will be delayed until March 1, 2004 saving approximately \$1.2 million. Discussed in detail was the budget for the University most of which was in the President's communication to the campus on March 28, 2003. The "inflation adjusted general fund plus total tuition per resident student FTE" is \$8,041. The State contributes approximately 44% of the funds to educate a resident student and the tuition provides the balance (56%). The total general fund and tuition allocation for FY 2003-04 is projected to be \$250,449,566. The general fund reduction is 16.4% some of which will be made up with double digit tuition increases. While the University of Colorado likely will opt to be considered an "enterprise" since they will garner 10% or less from the State, Colorado State University derives between 13-15% from the State. The difference between 10% and 13-15% represents a significant amount. The "vouchers" were discussed—also known as the King Bill or the "Public Higher Education Financing Act of 2003" -- House Bill 03-1336. A Board subcommittee was appointed to review the voucher system and to recommend a position for the Board. President Yates was appointed to the Civil Service Reform Committee which will review the Civil Service system in the State.

Institutional Action Items:

Sabbatical Leave Recommendations-revised were approved: Of the 7 requests, 6 were cancellations.

Approval of Institutional Academic Program Reviews: As a result of logistical issues, this item was delayed until the next

Board meeting (Colleges reviewed for 2002-2003 were Applied Human Sciences and Engineering).

New Degree Program: The Plan C Master of Computer Science in Department of Computer Science was approved.

Section C.2.3.4. of the Academic Faculty and Administrative Professional Manual: Name change for Division of Educational Outreach to Division of Continuing Education was approved.

Signature delegation: Approved delegation of authority for signature to lease excess water rights in timely manner.

Revenue Bonds: Approved issuance of enterprise revenue bonds to provide financing for 700-bed student housing/residence hall project and related costs (total: \$20,900,000).

Report items: In addition to written report items, President reported that Dr. Thomas Vonderhaar was appointed to the National Academy of Engineering.

Respectfully Submitted by Mr. C. W. Miller,
Faculty Representative to Board of Governors

ATTENDANCE

BOLD INDICATES PRESENT AT MEETING
UNDERLINE INDICATES ABSENT AT MEETING

AGRICULTURAL SCIENCES

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

APPLIED HUMAN SCIENCES

Molly Eckman	Design, Merchandising, and Consumer Sciences
<u>Robert Gotshall</u>	<u>Health and Exercise Science</u>
David A. Sampson, Excused	Food Science and Human Nutrition
Gene G. Abkarian	Human Development and Family Studies
Charles W. Smith	Manufacturing Technology and Construction Management
David Greene	Occupational Therapy
Carol Makela for Duane Jansen	School of Education
Robert Seiz	Social Work

BUSINESS

<u>Don Samuelson (Substitute for William Mister Fall 2002)</u>	<u>Accounting</u>
F.C. "Ted" Weston	Computer Information Systems
Timothy Gallagher	Finance and Real Estate
Y. Sarason for R. Hogler	Management
Kathleen Kelly	Marketing

ENGINEERING

Roger Pielke	Atmospheric Science
A. Ted Watson	Chemical Engineering
Paul Heyliger	Civil Engineering
Gary Y. Robinson	Electrical Engineering

A. Yalin for Doug Hittle
Robert Meroney
Deanna Durnford

Mechanical Engineering
College-at-Large
College-at-Large

LIBERAL ARTS

Norberto Valdez
Peter Jacobs
Steven J. Shulman
David Mogen
Jay Bodine
Diane C. Margolf
Kirk Hallahan
Michael Thaut
Grant Lee

Anthropology
Art
Economics
English
Foreign Languages and Literatures
History
Journalism and Technical Communication
Music, Theater, and Dance
Philosophy

LIBERAL ARTS (Continued)

Robert Lawrence
Evan C. Vlachos
Eric Aoki
Alexandra Bernasek
Ellen Brinks
David H. Lindstrom

Political Science
Sociology
Speech Communication
College-at-Large
College-at-Large
College-at-Large

NATURAL RESOURCES

Barry Noon
Wayne Leininger
Sally Sutton
for Jerry Magloughlin
Alan Bright

Fishery and Wildlife Biology
Forest, Rangeland, and Watershed Stewardship
Geosciences

Natural Resource Recreation and Tourism

NATURAL SCIENCES

David E. Fahrney
Paul Kugrens
Rich Finke
Dale H. Grit
Kenneth Klopfenstein
R. "Steve" Robinson
Jack Hautaluoma, Excused
Philip Lee Chapman
Norman Curthoys
Donald Estep
Richard Eykholt
Zinta Byrne

Biochemistry and Molecular Biology
Biology
Chemistry
Computer Science
Mathematics
Physics
Psychology
Statistics
College-at-Large
College-at-Large
College-at-Large
College-at-Large

VETERINARY MEDICINE AND BIOMEDICAL SCIENCES

John E. Rash
David Twedt
Susan LaRue
J. Inamine for Robert L. Jones
Franklin Garry
Barbara Powers
C. W. Miller

Biomedical Sciences
Clinical Sciences
Environmental and Radiological Health Sciences
Microbiology, Immunology and Pathology
College-at-Large
College-at-Large
College-at-Large

