

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
November 5, 2002

CALL TO ORDER

The Faculty Council meeting was called to order at 4:15 p.m. by Mr. David Allen, Chair.

ANNOUNCEMENTS

Mr. Allen announced that the next regularly scheduled Faculty Council meeting will be held on December 3, 2002 in Room A203 Clark Building at 4:15 p.m.

Mr. Allen announced that the Administration/Faculty Council Dialogue for December 3, 2002 will be announced at a later date.

Mr. Allen announced that the Current Issues Topic for December 3, 2002, "The Grievance Process: What is Working and What is Not Working?" will be postponed until a later date. A Board of Governors' meeting is scheduled for December 3, 2002 and many people involved in this discussion will not be able to attend.

Mr. Allen announced that the next event of the "Bridges to the Future - American History and Values in Light of September 11th" will be on Wednesday, November 6, 2002. General H. Norman Schwarzkopf will present a seminar entitled "Leadership in Difficult Times" at the Moby Arena at 7:00 p.m. He noted that complimentary tickets are required.

Mr. Israel Broner announced that the nomination letter from the Committee on Faculty Governance requesting nominations for the Faculty Council Vice Chair and the Academic Faculty Representative to the Board of Governors will be distributed on December 1. He reminded everyone that Mr. C. W. Miller, Board of Governors Representative, term is ending in 2003 and Mr. F. Brent Reeves, Vice Chair, is eligible to serve another term. He asked that Faculty Council members begin thinking about whom they would nominate.

Mr. Richard Eykholt MOVED TO SUSPEND THE RULES AND REQUESTED THAT THE BUSINESS PORTION OF THE MEETING CEASE AT 5:15 P.M. IN ORDER TO PRESENT THE CURRENT ISSUES TOPIC: "WHAT'S HAPPENING WITH FIRST YEAR SEMINARS?"

Mr. Eykholt's MOTION WAS ADOPTED BY UNANIMOUS CONSENT.

Mr. Allen noted that the business meeting will be stopped at 5:15 p.m. to present the Current Issues Topic.

MINUTES TO BE APPROVED

A. FACULTY COUNCIL MEETING MINUTES - OCTOBER 1, 2002

Mr. Evan Vlachos MOVED TO APPROVE THE FACULTY COUNCIL MEETING MINUTES OF OCTOBER 1, 2002.

THE OCTOBER 1, 2002 FACULTY COUNCIL MINUTES WERE APPROVED.

REPORTS TO BE RECEIVED

A. FACULTY COUNCIL REPRESENTATIVE TO THE BOARD OF GOVERNORS - OCTOBER 1, 2002 - Mr. C. W. MILLER

Mr. Miller reported that his report on the October 1, 2002 Board of Governors meeting could be found in the November 5, 2002 Faculty Council agenda materials on page 12. Mr. Miller reported that the Board of Governors have met to discuss the search process for replacing President Yates. He explained that they will be meeting on Sunday, November 10, 2002 to interview potential search firms for the presidential search.

Mr. Miller commented that being the faculty representative to the Board of Governors was a very gratifying experience and encouraged faculty members to consider the position.

MR. MILLER'S REPORT WAS RECEIVED.

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

Mr. Peter Nicholls reported that the budget forecasts are still unclear. However, contingency plans have been made and he is meeting with the deans and the Executive Budget Committee and will keep Faculty Council informed on this matter.

He reported that candidates for the Dean of the Libraries are on campus and interviewing this week and next week and encouraged faculty members to participate in the interview process by attending the open forums scheduled for each candidate. He also reported that two other searches are ongoing for the Dean of Liberal Arts and the Vice Provost for Agriculture and Outreach/Dean of Agricultural Sciences. He noted that Mr. Kim Bender, Director of Outcome Assessments, is engaging in meetings with people around campus to facilitate the accreditation process.

MR. NICHOLLS' REPORT WAS RECEIVED.

C. REPORT ON UNIVERSITY STRATEGIC PLANNING PROCESS - MR. BRUCE WUNDER - COMMITTEE ON STRATEGIC AND FINANCIAL PLANNING

Mr. Bruce Wunder, Chair, Committee on Strategic and Financial Planning distributed a report dated November 5, 2002 on the University Strategic and Financial Planning Process. The report addressed issues related to proposed changes in the Strategic Planning Process (Context for Planning) for the University and to touch on any other issues which the Committee felt important to Faculty Council. The report also addressed proposed changes to the benefit package for academic faculty and administrative professionals. The report is attached to these minutes as an "addendum."

MR. WUNDER'S REPORT WAS RECEIVED.

SPECIAL ACTIONS

A. CHANGES IN CURRICULUM TO BE APPROVED: UNIVERSITY CURRICULUM COMMITTEE MINUTES: SEPTEMBER 13, 20, 27 AND OCTOBER 4, 2002

Mr. Darrell Fontane, Chair, University Curriculum Committee, MOVED THAT FACULTY COUNCIL ADOPTS ACTION ITEMS IN THE SEPTEMBER 13, 20, AND 27, 2002 UNIVERSITY CURRICULUM COMMITTEE MEETING MINUTES CHANGES IN CURRICULUM WITH THE FOLLOWING EXEMPTIONS:

SEPTEMBER 13 - PAGE ONE - "CAPS ADMISSION REQUIREMENT"

SEPTEMBER 20 - PAGE THREE -"CAPS ADMISSION REQUIREMENT," "POLICY ON NUMBER OF TRANSCRIPT ENTRIES FOR A SINGLE COURSE," "MINIMUM GRADE POLICY." AND "MINIMUM GRADE REQUIREMENT FOR THE DEPARTMENT OF MARKETING"

SEPTEMBER 27 - "CAPS ADMISSION REQUIREMENT"

Mr. Fontane explained that the October 4, 2002 University Curriculum Committee are exempt because the minutes do not contain any action items.

MR. FONTANE'S MOTION TO ADOPT THE ACTION ITEMS IN THE SEPTEMBER 13, 20, AND 27, 2002 UNIVERSITY CURRICULUM COMMITTEE MEETING MINUTES - CHANGES IN CURRICULUM - WERE ADOPTED WITH EXEMPTIONS NOTED.

Mr. Senior Bolivar MOVED TO SUSPEND THE RULES TO CHANGE THE ORDER OF THE AGENDA MATERIALS IN ORDER TO ACT UPON ITEM G. - *MANUAL* REVISIONS TO SECTION E.6.a .

Mr. Bolivar MOTION WAS ADOPTED BY THE NECESSARY TWO-THIRDS VOTE.

B. PROPOSED REVISIONS TO THE *MANUAL*, SECTION E.6.a - GENERAL POLICIES RELATING TO APPOINTMENT OF EMPLOYMENT OF ACADEMIC FACULTY - COMMITTEE ON RESPONSIBILITIES AND STANDING OF ACADEMIC FACULTY

Mr. Richard Eykholt, Chair, Committee on Responsibilities and Standing of Academic Faculty MOVED THAT FACULTY COUNCIL ADOPTS THE REVISIONS TO THE *MANUAL*, SECTION E.6.a - GENERAL POLICIES RELATING TO APPOINTMENT OF EMPLOYMENT OF ACADEMIC FACULTY, TO BE EFFECTIVE UPON APPROVAL BY THE BOARD OF GOVERNORS AS FOLLOWS:

Additions are underlined, and deletions are indicated by ~~strikeouts~~.

E.6 General Policies Relating to Appointment and Employment of Academic Faculty

- a. The initial conditions and expectations of every appointment shall be confirmed in writing. Any subsequent modifications of the appointment shall also be confirmed in writing after the faculty member and the administrator have mutually ~~determined~~ accepted the new conditions. The faculty member shall receive a copy of these documents.

The term "modifications of the appointment" as used in Section E.6.a shall refer to specific changes in the fundamental nature of the appointment, such as a change in rank, a change in tenured or tenure-track status, changing a full-time appointment to a part-time appointment, or changing a part-time appointment to a temporary appointment. It shall not include changes in the assignments given to a faculty member such as teaching load, courses to be taught, or similar modifications of faculty workload or effort distribution (see Section

E.9 regarding faculty productivity) or assignment to academic areas within the university.

Notwithstanding the foregoing, the following changes in assignment to academic areas within the university shall not be made without mutual acceptance:

1. reassignment of an academic faculty member to an academic department or area for which he or she is not reasonably qualified; or
2. reassignment of an academic faculty member to an academic area which, at the time of the reassignment, has been scheduled by the Board of Governors for discontinuance within the next three years.

Nothing in Section E.6.a shall impair the right of an academic faculty member to file a grievance as to actions taken hereunder to the extent permitted under Section K.

No other changes to this section.

Mr. Eykholt explained that these changes will clarify what is meant by the term "modifications of the appointment." The revisions also offer faculty members protection from inappropriate reassignment. Mr. Eykholt explained that the revisions were made in cooperation with General Counsel, the Provost, and the Committee on Responsibilities and Standing of Academic Faculty (CORSAF).

Mr. Jay Bodine MOVED TO AMEND THE MOTION AS FOLLOWS:

2. Reassignment of an academic faculty member to an academic department or area which, at the time of the reassignment, has been scheduled by the Board of Governors for discontinuance within the next three years.

MR. BODINE'S MOTION WAS ADOPTED.

Mr. Philip Chapman MOVED TO AMEND THE MAIN MOTION AS FOLLOWS:

The term "modifications of the appointment" as used in Section E.6.a shall refer to specific changes in the fundamental nature of the appointment, such as a change in rank, a change in tenured or tenure-track status, changing a full-time appointment to a part-time appointment, or changing a part-time appointment to a temporary appointment. It shall not include changes in the assignments given to a faculty member such as teaching load, courses to be taught, or similar modifications of faculty workload or effort distribution (see Section E.9 regarding faculty productivity) or assignment to academic department or areas within the university.

MR. CHAPMAN'S MOTION WAS NOT ADOPTED.

MR. EYKHOLT'S AMENDED MAIN MOTION WAS ADOPTED.

The amended main motion as adopted follows:

Additions are underlined, and deletions are indicated by ~~strikeouts~~.

E.6 General Policies Relating to Appointment and Employment of Academic Faculty

- a. The initial conditions and expectations of every appointment shall be confirmed in writing. Any subsequent modifications of the appointment shall also be confirmed in writing after the faculty member and the administrator have mutually ~~determined~~ accepted the new conditions. The faculty member shall receive a copy of these documents.

The term "modifications of the appointment" as used in Section E.6.a shall refer to specific changes in the fundamental nature of the appointment, such as a change in rank, a change in tenured or tenure-track status, changing a full-time appointment to a part-time appointment, or changing a part-time appointment to a temporary appointment. It shall not include changes in the assignments given to a faculty member such as teaching load, courses to be taught, or similar modifications of faculty workload or effort distribution (see Section E.9 regarding faculty productivity) or assignment to academic areas within the university.

Notwithstanding the foregoing, the following changes in assignment to academic areas within the university shall not be made without mutual acceptance:

1. reassignment of an academic faculty member to an academic department or area for which he or she is not reasonably qualified; or
2. reassignment of an academic faculty member to an academic department or area which, at the time of the reassignment, has been scheduled by the Board of Governors for discontinuance within the next three years.

Nothing in Section E.6.a shall impair the right of an academic faculty member to file a grievance as to actions taken hereunder to the extent permitted under Section K.

No other changes to this section.

C. PROPOSED REVISIONS TO THE MANUAL, CODE, SECTION C.2.1.10 - BY-LAWS OF THE FACULTY COUNCIL - COMMITTEE ON FACULTY GOVERNANCE

Mr. Israel Broner, Chair, Committee on Faculty Governance, MOVED THAT FACULTY COUNCIL ADOPTS AMENDMENTS TO THE MAIN MOTION REGARDING THE REVISIONS TO THE MANUAL, CODE, SECTION C.2.1.10 - BY-LAWS OF THE FACULTY COUNCIL, TO BE EFFECTIVE UPON BOARD OF GOVERNORS APPROVAL AS FOLLOWS:

Additions - Underlined Deletions - ~~Overscored~~

Motion as referred back to the Committee on Faculty Governance October 1, 2002 by Faculty Council:

C.2.1.10 By-Laws of the Faculty Council

Article III. Motions and Voting

Section 1. No changes to this Section.

Section 2. For purposes of transacting business, a simple majority of the voting

members of the Faculty Council shall constitute a quorum. Voting in all matters, except where parliamentary rules dictate otherwise, shall be by simple majority of those voting. Voting by electronic means may be used by Faculty Council and its committees with prior approval, on a case by case basis.

Amendments to the main motion proposed by the Committee on Faculty Governance:

C.2.1.10 By-Laws of the Faculty Council

Article III. Motions and Voting

Section 1. No changes to this Section.

Section 2. For purposes of transacting business in Faculty Council and its committees, a simple majority of the voting members of the ~~Faculty Council~~ relevant body shall constitute a quorum. Voting in all matters, except where parliamentary rules dictate otherwise, shall be by simple majority of those voting. Voting by electronic means may be used by Faculty Council and its committees with prior approval, on a case by case basis, under conditions prescribed by the Faculty Council or the committee.

Mr. Broner explained that this section is intended to allow for E-mail voting in limited circumstances. If the Faculty Council or a Faculty Council committee determines that an issue can be facilitated by means of electronic voting, it can approve such a procedure on a case by case basis. The E-mail voting should not be used where discussion of an issue is necessary to an informed vote. The voting body is responsible for setting up conditions that guarantee quorum requirements for E-mail voting.

MR. BRONER'S MOTION TO AMEND THE MAIN MOTION WAS ADOPTED.

Mr. David Mogen MOVED TO AMEND THE AMENDED MAIN MOTION AS FOLLOWS:

Section 2. For purposes of transacting business in Faculty Council and its committees, a simple majority of the voting members of the relevant body shall constitute a quorum. Voting in all matters, except where parliamentary rules dictate otherwise, shall be by simple majority of those voting. Voting by electronic means may be used by Faculty Council and its committees with prior approval by the relevant body, on a case by case basis, under conditions prescribed by the Faculty Council or the committee.

Mr. Mogen noted that this clarifies who gives approval.

MR. MOGEN'S MOTION TO AMEND WAS ADOPTED.

MR. RAYMOND HOGLER MOVED TO CALL THE QUESTION.

MR. HOGLER'S MOTION WAS ADOPTED BY THE NECESSARY TWO-THIRDS VOTE.

MR. BRONER'S AMENDED MAIN MOTION WAS ADOPTED BY THE NECESSARY TWO-THIRDS VOTE.

The amended main motion as adopted by Faculty Council as follows:

C.2.1.10 By-Laws of the Faculty Council

Article III. Motions and Voting

Section 1. No changes to this Section.

Section 2. For purposes of transacting business in Faculty Council and its committees, a simple majority of the voting members of the ~~Faculty Council~~ relevant body shall constitute a quorum. Voting in all matters, except where parliamentary rules dictate otherwise, shall be by simple majority of those voting. Voting by electronic means may be used by Faculty Council and its committees with prior approval by the relevant body, on a case by case basis, under conditions prescribed by the Faculty Council or the committee.

D. PROPOSED REVISIONS TO THE *MANUAL*, CODE, SECTION C.2.3.1.e - COLLEGE OF NATURAL RESOURCES - COMMITTEE ON FACULTY GOVERNANCE

Mr. Broner, Chair, Committee on Faculty Governance, MOVED THAT FACULTY COUNCIL ADOPT THE PROPOSED REVISIONS TO THE *MANUAL*, CODE, SECTION C.2.3.1.e - COLLEGE OF NATURAL RESOURCES TO BE EFFECTIVE JULY 1, 2003 AS FOLLOWS:

Deletions ~~overscored~~ Additions underlined

C.2.3.1 Colleges and Academic Departments

The colleges, each organized under their respective academic dean, have general charge over their respective undergraduate and/or professional degree programs. These are:

- a. No changes.
- b. No changes.
- c. No changes.
- d. No changes.
- e. No changes.
- f. College of Natural Resources: Comprising the Departments of ~~Earth Resources~~, Fishery and Wildlife Biology, ~~Forest Sciences~~ Forest Rangeland Watershed Stewardship, Geosciences, and Natural Resource Recreation and Tourism, ~~and Rangeland Ecosystem Science~~.

No other changes to this section.

Mr. Broner explained that Faculty Committees in the College of Natural Resources have been working for nearly two years to define a vision for the future of the College of Natural Resources. One outcome of these discussions is a proposed reorganization of the College of Natural Resources. The overriding theme that

guided these discussions was the need for greater integration in almost every aspect that defines the College of Natural Resources. This proposal will merge the existing departments of Forest Sciences and Rangeland Ecosystem Science to form a new department of Forest Rangeland Watershed Stewardship. The Department of Forest Rangeland Watershed Stewardship (FRWS) will include faculty from all of the five existing departments. Also, the Department of Earth Resources will be renamed to Department of Geosciences. The merger of the departments and department name changes have been approved by the University Curriculum Committee and the Committee on Scholarship, Research and Graduate Education.

MR. BRONER'S MOTION WAS ADOPTED BY THE NECESSARY TWO-THIRDS VOTE.

E. PROPOSED REORGANIZATION OF THE COLLEGE OF NATURAL RESOURCES - UNIVERSITY CURRICULUM COMMITTEE

Mr. Fontane, Chair, University Curriculum Committee, MOVED TO ADOPT THE PROPOSED REORGANIZATION OF THE COLLEGE OF NATURAL RESOURCES EXEMPTING ITEMS ONE AND SIX ON PAGE 15 AND NOTING A TYPOGRAPHICAL ERROR ON PAGE 18 - CHANGE G798V DISSERTATION TO G799V DISSERTATION - ALL TO BE EFFECTIVE JULY 1, 2003 AS FOLLOWS:

MOVEMENT OF THE MASTER OF FORESTRY DEGREE (M.F.), MASTER OF SCIENCE DEGREE (M.S.) AND Ph.D. DEGREE IN FOREST SCIENCES; THE MASTER OF SCIENCE DEGREE (M.S.) AND Ph.D. DEGREE IN RANGELAND ECOSYSTEM SCIENCE; AND THE MASTER OF SCIENCE DEGREE (M.S.) IN WATERSHED SCIENCE INTO THE DEPARTMENT OF FOREST RANGELAND WATERSHED STEWARDSHIP.

MOVEMENT OF THE MAJOR IN FORESTRY DEGREE (B.S.) AND ITS CONCENTRATIONS - FOREST BIOLOGY, FOREST FIRE SCIENCE, FOREST MANAGEMENT, AND FORESTRY-BUSINESS; THE MAJOR IN NATURAL RESOURCE MANAGEMENT DEGREE (B.S.); THE MAJOR IN RANGELAND ECOLOGY DEGREE (B.S.) AND ITS CONCENTRATIONS - RANGE AND FOREST MANAGEMENT, RESTORATION ECOLOGY, AND SCIENCE; AND THE MAJOR IN WATERSHED SCIENCE DEGREE (B.S.) INTO THE DEPARTMENT OF FOREST RANGELAND WATERSHED STEWARDSHIP.

MOVEMENT OF THE MINORS IN FORESTRY, RANGE ECOLOGY, SPATIAL INFORMATION MANAGEMENT, AND WATERSHED SCIENCE INTO THE DEPARTMENT OF FOREST RANGELAND WATERSHED STEWARDSHIP.

MOVEMENT OF THE COURSES IN THE F (FOREST SCIENCES) AND RS (RANGELAND ECOSYSTEM SCIENCE) PREFIXES, AS WELL AS THE COURSES IN THE NR (NATURAL RESOURCES) PREFIX CURRENTLY UNDER THE CONTROL OF THE MERGING DEPARTMENTS, INTO THE DEPARTMENT OF FOREST RANGELAND WATERSHED STEWARDSHIP. FOR THE PRESENT TIME EACH COURSE WILL RETAIN ITS CURRENT PREFIX.

CHANGE THE NAME OF THE MASTER OF SCIENCE (M.S.) DEGREE IN GEOLOGY TO MASTER OF SCIENCE (M.S.) DEGREE IN GEOSCIENCES. THE DEGREE WILL BE IN THE DEPARTMENT OF GEOSCIENCES.

MOVEMENT OF THE GEOLOGY AND GEOSCIENCES COURSES CURRENTLY UNDER THE ER, EARTH RESOURCES, PREFIX TO THE NEWLY ESTABLISHED G, GEOSCIENCES, PREFIX (SEE THE ATTACHED LIST). THESE COURSES WILL BE IN THE DEPARTMENT OF GEOSCIENCES.

MOVEMENT OF THE WATERSHED SCIENCE COURSES CURRENTLY UNDER THE ER, EARTH RESOURCES, PREFIX TO THE NEWLY ESTABLISHED WR, WATERSHED SCIENCES, PREFIX (SEE ATTACHED LIST). THESE COURSES WILL BE IN THE DEPARTMENT OF FOREST RANGELAND WATERSHED STEWARDSHIP.

Mr. Fontane explained Faculty Committees in the College of Natural Resources have been working for nearly two years to define a vision for the future of the College of Natural Resources. One outcome of these discussions is a proposed reorganization of the College. The overriding theme that guided these discussions was the need for greater integration in almost every aspect that defines the College of Natural Resources. This proposal will merge the existing departments of Forest Sciences and Rangeland Ecosystem Science to form a new department of Forest Rangeland Watershed Stewardship. The Department of Forest Rangeland Watershed Stewardship (FRWS) will include faculty from all of the five existing departments. The undergraduate majors in Forestry, Natural Resources Management, Range Ecology, and Watershed Science; the M.S. degrees in Forest Sciences, Rangeland Ecosystem Science, and Watershed Science; and the Ph.D. degrees in Forest Sciences and Rangeland Ecosystem Science will be moved to the FRWS department. Also, the Department of Earth Resources will be renamed to Department of Geosciences. The merger of the departments and department name changes have been approved by the University Curriculum Committee and the Committee on Scholarship, Research and Graduate Education.

MR. FONTANE'S MOTION WAS ADOPTED.

Mr. Paul Kugrens MOVED TO POSTPONE ALL OTHER ACTION ITEMS ON THE NOVEMBER 5, 2002 FACULTY COUNCIL AGENDA UNTIL THE DECEMBER 3, 2002 FACULTY COUNCIL MEETING AS UNFINISHED BUSINESS.

MR. KUGRENS' MOTION WAS ADOPTED.

- F. PROPOSED MINIMUM GRADE REQUIREMENT FOR THE MAJORS IN FISHERY BIOLOGY AND WILDLIFE BIOLOGY - UNIVERSITY CURRICULUM COMMITTEE

This item was postponed until the December 3, 2002 Faculty Council meeting.

- G. PROPOSED MINIMUM GRADE REQUIREMENT FOR THE COLLEGE OF BUSINESS, DEPARTMENT OF MARKETING - UNIVERSITY CURRICULUM COMMITTEE

This item was postponed for action until the December 3, 2002 Faculty Council meeting.

- H. PROPOSED REVISIONS TO THE *MANUAL*, SECTION B.2.5 - *COMMENT* - COMMITTEE ON RESPONSIBILITIES AND STANDING OF ACADEMIC FACULTY

This item was postponed for action until the December 3, 2002 Faculty Council meeting

- I. PROPOSED REVISIONS TO THE *UNIVERSITY GENERAL CATALOG 2002-03*- ACADEMIC DISMISSAL - COMMITTEE ON SCHOLASTIC STANDARDS AND AWARDS

This item was postponed for action until the December 3, 2002 Faculty Council meeting.

- J. PROPOSED REVISIONS TO THE *GRADUATE AND PROFESSIONAL BULLETIN* - "GRADUATE STUDY - SCHOLASTIC STANDARDS" - COMMITTEE ON SCHOLARSHIP, RESEARCH AND GRADUATE EDUCATION

This item was postponed for action until the December 3, 2002 Faculty Council meeting.

CURRENT ISSUES TOPIC

- A. "WHAT'S HAPPENING WITH FIRST YEAR SEMINARS" - MS. KEVIN OLTJENBRUNS, INTERIM VICE PROVOST FOR UNDERGRADUATE AFFAIRS, MS. RUTH ASMAH-ARTHUR, DIRECTOR ACADEMIC AFFAIRS, COLORADO STATE UNIVERSITY ASSOCIATED STUDENTS, MR. ALAN LAMBORN, ASSOCIATE DEAN, LIBERAL ARTS, MR. DARRELL FONTANE, CHAIR, UNIVERSITY CURRICULUM COMMITTEE

Ms. Kevin Oltjenbruns, Interim Vice Provost for Undergraduate Affairs explained that the Executive Committee submitted a list of questions which the panel will attempt to answer. Ms. Oltjenbruns explained that the Committee on Associate and Assistant Deans (CAAD) formed an ad hoc committee early this year to study the First Year Seminars in order to make recommendations to the Council of Deans. One question posed was "How is the allocation of First Year Seminars to departments and colleges done?" She explained that originally there were approximately 62 First Year Seminars sections offered through open option which the Center for Teaching and Learning coordinated. However, last year, the Council of Deans decided to tie these open option sections to colleges. This was determined by the number of students graduating. Funds were then transferred to each college based on \$3,000 per section. Approximately \$180,000 has been distributed. Mr. Alan Lamborn, Association Dean, Liberal Arts, interjected that funding for First Year Seminars was also done through internal redirection of funds by the colleges.

Ms. Oltjenbruns noted the next question was "How are faculty selected to teach these seminars and are they adjuncts, tenure-track or tenured faculty? Are they senior or junior faculty members? Are there any qualifications for teaching a First Year Seminar?" Ms. Oltjenbruns explained that the department heads work with faculty so First Year Seminars become part of their teaching load. As to the matter of who teaches the First Year Seminars she pointed out that clearly Faculty Council hoped that senior tenured faculty members would teach the First Year Seminars. However, there was no formal motion from Faculty Council regarding who should teach the First Year Seminars. The Office of Budgets and Informational Analysis (OBIA) has data that show the following breakdown for the University: 16 percent - full professors; 13 percent - associate professors; 8 percent assistant professors; 5 percent special appointments; 15 percent temporary appointments; 22 percent administrative professionals; and 21 percent all other. The information from OBIA regarding the colleges shows that the College of Natural Sciences, College of Natural Resources and College of Veterinary Medicine and Biomedical Sciences had a higher rate of senior faculty members teaching First Year Seminars. The College of Business showed that 46 percent of the First Year Seminars were taught by temporary employees. So it varies across campus. Ms. Oltjenbruns said that CAAD is recommending to the Council of Deans that tenure-track faculty, tenured faculty, special appointments and administrative professionals who have long-term careers within a unit or department and have a mastery in the course and discipline, teach First Year Seminars.

Ms. Oltjenbruns noted the next question was "What form do the seminars take? Are they department/discipline centered or do they take other forms?" She explained most First Year Seminars are 2-3 credits with the exception of the Honors which is 4 credits. She noted that Faculty Council had requested a minimum of 2 credits for First Year Seminars. She added that there is a mix of college and department prefixes for the First Year Seminars.

The next question was "Is 19 an optimal number?" Ms. Oltjenbruns said that CAAD's research on this question did not reveal any information as to 19 being an optimal number for higher education. Most research focuses on K-12 so there is not clear evidence that 19 is an optimal number for teaching and learning. Mr. Scott Moore asked how many sections would be saved if transfer students were eliminated from taking First Year Seminars. Ms. Oltjenbruns responded that CAAD has not evaluated this scenario. Mr. Bill Timpson, Chair, Committee on Teaching and Learning, pointed out that the Committee on Teaching and Learning has spent considerable time reviewing what has been published about the impact of class size on learning. He noted that overall, smaller classes 15-19 is best for the learning atmosphere.

Ms. Oltjenbruns noted the last question was “Has any evaluation by faculty or students been undertaken and what are the results?” Mr. Oltjenbruns noted that no formal evaluation has been conducted by the University. However, evaluations by students and certain departments or colleges have been done. Mr. Oltjenbruns noted that due to the accreditation process that Colorado State University is undergoing, an assessment of the All-University Core Curriculum, including the First Year Seminars, will need to be conducted.

Mr. Alan Lamborn provided three sets of data evaluating First Year Seminars offered in the College of Liberal Arts. He explained that three sets of questions were asked: 1) Assessing whether the Course Goals Were Met; 2) Assessing the Value of the Goals and the First Year Seminar Experience; and 3) Summary Judgments. Mr. Lamborn noted that the College of Liberal Arts was doing First Year Seminars before they were required. He said that most students liked the campus orientation, but did not consider the First Year Seminars important. Most students preferred a more intellectual experience. For informational purposes, Mr. Lamborn’s data is attached as an “addendum” to the November 5, 2002 Faculty Council meeting minutes.

Ms. Ruth Arthur-Asmah, Director Academic Affairs, Associated Students of Colorado State University (ASCSU) presented limited data on a random survey conducted on campus and suggested areas that need exploration. She noted that she personally enjoyed her experience in the First Year Seminar she attended. She noted that she has also been involved as a teaching assistant in a First Year Seminar. Mr. Fontane, Chair, University Curriculum Committee noted that the University Curriculum Committee is finding some issues with First Year Seminars from a curricular aspect. He said that the committee may be recommending some changes to the First Year Seminars.

Mr. Miller pointed out that one of the quality indicators involves First Year Seminars and asked how many other Universities offer First Year Seminars. Mr. Lamborn noted that Colorado State University is probably the only University of our size that is currently offering First Year Seminars.

THE MEETING WAS ADJOURNED AT 6:15 P.M.

David Allen, Chair
F. Brent Reeves, Vice Chair
Diane L. Maybon, Recording Secretary

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
Stephen Wallner	Horticulture & Landscape Architecture
<u>Keith Paustian</u>	<u>Soil and Crop Sciences</u>
Stephen Davies	College-at-Large
Eric Schuck for Dana Hoag	College-at-Large
Dennis Lamm	College-at-Large

APPLIED HUMAN SCIENCES

K. Leigh for Molly Eckman	Design, Merchandising, and Consumer Sciences
Robert Gotshall	Health and Exercise Science
David A. Sampson	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
Duane Jansen	School of Education
Robert Seiz	Social Work

BUSINESS

Don Samuelson (Substitute for William Mister Fall 2002)	Accounting
F.C. "Ted" Weston	Computer Information Systems
Timothy Gallagher	Finance and Real Estate
Raymond Hogler	Management
Kathleen Kelly	Marketing

ENGINEERING

<u>Roger Pielke</u>	<u>Atmospheric Science</u>
<u>Ted Watson</u>	<u>Chemical Engineering</u>
Paul Heyliger	Civil Engineering
<u>Gary Y. Robinson</u>	<u>Electrical Engineering</u>
Doug Hittle	Mechanical Engineering
Robert Meroney	College-at-Large
<u>Deanna Durnford</u>	<u>College-at-Large</u>

LIBERAL ARTS

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

LIBERAL ARTS (Continued)

Robert Lawrence	Political Science
Evan C. Vlachos	Sociology
Eric Aoki	Speech Communication
Alexandra Bernasek	College-at-Large
Ellen Brinks	College-at-Large
David H. Lindstrom	College-at-Large

NATURAL RESOURCES

<u>Jerry Magloughlin</u>	<u>Earth Resources</u>
Barry Noon	Fishery and Wildlife Biology
<u>TBA</u>	<u>Forest Sciences</u>
Alan Bright	Natural Resource Recreation and Tourism
Wayne Leininger	Rangeland Ecosystem Science

NATURAL SCIENCES

<u>David E. Fahrney</u>	<u>Biochemistry and Molecular Biology</u>
Paul Kugrens	Biology
<u>Rich Finke</u>	<u>Chemistry</u>
Dale H. Grit	Computer Science
Kenneth Klopfenstein	Mathematics
R. "Steve" Robinson	Physics
Jack Hautaluoma	Psychology
Philip Lee Chapman	Statistics
<u>TBD</u>	<u>College-at-Large</u>
<u>TBD</u>	<u>College-at-Large</u>
Richard Eykholt	College-at-Large
F. Brent Reeves	College-at-Large

VETERINARY MEDICINE AND BIOMEDICAL SCIENCES

John E. Rash	Biomedical Sciences
<u>David Twedt</u>	<u>Clinical Sciences</u>
<u>Susan LaRue</u>	<u>Environmental and Radiological Health Sciences</u>
Robert L. Jones	Microbiology, Immunology and Pathology
Franklin Garry	College-at-Large
Barbara Powers	College-at-Large
C. W. Miller	College-at-Large
Carol Blair	College-at-Large
Ted S. Stashak	College-at-Large

UNIVERSITY LIBRARIES

Donnice Cochenour	Libraries
Lou E. Anderson	At-Large
Michelle Wilke	At-Large

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

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Jackie Hartman	Chair, Committee on Intercollegiate Athletics
<u>Norene Reist</u>	<u>Chair, Committee on Libraries</u>
Richard Eykholt*	Chair, Committee on Responsibilities & Standing of Academic Faculty
Jerry Eckert*	Chair, Committee on Scholarship Research & Graduate Education
Bolivar Senior	Chair, Committee on Scholastic Standards and Awards
Bruce Wunder	Chair, Committee on Strategic and Financial Planning
William Timpson	Chair, Committee on Teaching and Learning
Dennis Lamm*	Chair, Committee on University Programs
Darrell Fontane	Chair, University Curriculum Committee

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David Allen	Chair, Faculty Council
F. Brent Reeves	Vice Chair, Faculty Council
C. W. Miller	BOG Representative
David Vancil	Parliamentarian

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Peter J. Nicholls	Provost/Academic Vice President
Anthony Frank	Vice President for Research and Information Technology
<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>
Robert W. Hoffert	Dean, College of Liberal Arts
<u>Ajay Menon</u>	<u>Dean, College of Business</u>
<u>Neal Gallagher</u>	<u>Dean, College of Engineering</u>
A. A. Dyer	Dean, College of Natural Resources
Jan Nerger for Rick Miranda	Dean, College of Natural Sciences
<u>Lance Perryman</u>	<u>Dean, College of Veterinary Medicine and Biomedical Sciences</u>
<u>Julie Weissling</u>	<u>Interim Dean, University Libraries</u>
Patrick Pellicane, Excused	Acting Dean, Graduate School