

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**  
February 3, 2004

**CALL TO ORDER**

The Faculty Council meeting was called to order at 4:28 p.m. by Mr. C. W. Miller, Chair.

**ANNOUNCEMENTS**

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

***MEMORIAL RESOLUTION***

***ALAN TUCKER***  
***September 17, 1947 - January 6, 2004***

***WHEREAS***, Alan Tucker dedicated himself to the University and academic missions, faculty, staff, and students of Colorado State University for nearly 25 years with kindness, thoughtfulness, and loyalty;

***WHEREAS***, Alan has served the departments, colleges, and University with energy, intelligence, and integrity;

***WHEREAS***, Alan has given insight and humor to numerous meetings of the Faculty Council and its Executive Committee, and has brought a relationship of trust and openness to the Office of the Provost and Academic Vice President;

***THEREFORE BE IT RESOLVED***, that the Faculty Council of Colorado State University extends this memorial resolution to the family of Alan Tucker with profound gratitude for his life among us and for his commitment and dedication to the University.

Mr. Miller announced that the next regularly scheduled Faculty Council meeting will be held on March 2, 2004 in Room A205 Clark Building at 4:15 p.m.

Mr. Miller announced that the Administrative/Faculty Dialogue for March 2, 2004 will be announced at a later date.

Mr. Miller announced that the Current Issues Topic for March 2, 2004 will be "Graduate Education at Colorado State University - Looking Forward." Mr. Peter Nicholls, Provost/Academic Vice President, Mr. Lance Perryman, Dean, Veterinary Medicine and Biomedical Sciences, and Chair of the Academic Affairs Planning Sub-Committee on Graduate Education."

Mr. Miller announced that the Higher Learning Commission (Accreditation) Team will host a "Faculty Open Forum" on Tuesday, February 24, 2004 at 4:00 p.m. in Room C361 Clark Building.

Mr. Miller announced that the Faculty Council Tracking Location of Issues for Standing Committees was included in the agenda materials and can be found on pages 2-4.

Mr. Miller recognized Mr. Stephen Davies, Chair, Committee on Faculty Governance. Mr. Davies announced that the Faculty Council Officer Elections for Vice Chair and Board of Governors Faculty Representative will be held at the March 2, 2004 Faculty Council meeting.

Mr. Miller asked for unanimous consent to add an announcement to the Faculty Council agenda regarding elections for Faculty Council Standing Committee. There were no objections. Mr. Miller recognized Mr. Davies, Chair, Committee on Faculty Governance. Mr. Davies noted that elections for standing committee representatives will be held at the April 6, 2004 Faculty Council meeting. Mr. Davies explained that the Chairs of the Standing Committee of Faculty Council will present a short synopsis of the duties of each of the Faculty Council Standing Committees. The following chairs gave presentations:

Mr. C. W. Miller, Chair, Executive Committee  
Mr. Stephen Davies, Chair, Committee on Faculty Governance  
Ms. Jackie Hartman, Chair, Committee on Intercollegiate Athletics  
Mr. Gerry Magloughlin, Chair, Committee on Libraries  
Mr. Richard Eykholt, Chair, Committee on Responsibilities and Standing of Academic Faculty  
Mr. Jerry Eckert, Chair, Committee on Scholarship, Research and Graduate Education  
Ms. Marianne Bickle, Chair, Committee on Scholastic Standards and Awards  
Mr. James Lindsay, Chair, University Curriculum Committee

Mr. Kirk Hallahan, Chair, Committee on Strategic and Financial Planning, Mr. James Madle, Chair, Committee on Teaching and Learning, and Mr. Philip Chapman, Chair, Committee on University Programs, were unable to attend the Faculty Council meeting, but an overview of these committees was presented by Mr. Davies.

Mr. Miller recognized Mr. Paul Miller, Editor of *Comment*. Mr. Miller presented a short explanation about the process for the new Faculty Focus e-Comment Daily. Mr. Miller complimented Mr. Paul Miller and Mr. Tom Miligan for their outstanding efforts.

#### **MINUTES TO BE APPROVED**

A. FACULTY COUNCIL MEETING MINUTES - NOVEMBER 4, 2003

Mr. David Greene, MOVED TO APPROVE THE DECEMBER 2, 2003 FACULTY COUNCIL MEETING MINUTES.

Mr. David Greene noted a correction on page 8 of the Faculty Council meeting minutes.

THE DECEMBER 2, 2003 FACULTY COUNCIL MINUTES WERE APPROVED BY UNANIMOUS CONSENT WITH THE CORRECTION.

#### **REPORTS TO BE RECEIVED**

A. BOARD OF GOVERNORS MEETING REPORT - DECEMBER 11, 2003 - MR. PAUL KUGRENS, BOG FACULTY REPRESENTATIVE

Mr. Miller noted that Mr. Kugrens report on the December 11, 2003 Board of Governors meeting was included as a written report on pages 26-27 of the Faculty Council agenda materials.

THE WRITTEN REPORT WAS RECEIVED.

B. PROVOST/ACADEMIC VICE PRESIDENT REPORT - MS. KEVIN OLTJENBRUNS, VICE PROVOST FOR UNDERGRADUATE STUDIES

Mr. Miller recognized Ms. Kevin Oltjenbruns, Vice Provost for Undergraduate Studies, to present the Provost/Academic Vice President Report. Mr. Oltjenbruns extended thanks from the Provost office for the Memorial Resolution plaque presented to the Alan Tucker family at his memorial service. Ms. Oltjenbruns asked for faculty members' on-going patience because of the transition in the Provost office due to Mr. Tucker's death. She noted that hopefully within a week an interim Vice Provost for Faculty Affairs will be announced by the Provost. She explained that an internal search will resume within six to nine months for a permanent replacement. She noted that the internal search is necessary because of the need for institutional expertise in this position.

Ms. Oltjenbruns reported that a draft status report of the Academic Strategic Planning Process will be distributed in approximately two weeks for more input from the academic faculty.

THE REPORT WAS RECEIVED.

### SPECIAL ACTIONS

A. CHANGES IN CURRICULUM TO BE APPROVED: UNIVERSITY CURRICULUM COMMITTEE MINUTES: NOVEMBER 21 and DECEMBER 5, 2003

Mr. James Lindsay, Chair, University Curriculum Committee, MOVED THAT FACULTY COUNCIL ADOPT ACTION ITEMS IN THE NOVEMBER 21, AND DECEMBER 5, 2003 UNIVERSITY CURRICULUM COMMITTEE MEETING MINUTES CHANGES IN CURRICULUM.

MR. LINDSAY'S MOTION WAS ADOPTED BY UNANIMOUS CONSENT.

B. PROPOSED REVISIONS TO THE 2003-04 GRADUATE AND PROFESSIONAL BULLETIN - SECTION ENTITLED, "PRELIMINARY EXAMINATION" (PAGE 23) - COMMITTEE ON SCHOLARSHIP, RESEARCH AND GRADUATE EDUCATION

Mr. Jerry Eckert, Chair, Committee Scholarship, Research and Graduate Education, MOVED THAT FACULTY COUNCIL ADOPT THE PROPOSED REVISIONS TO THE 2003-04 GRADUATE AND PROFESSIONAL BULLETIN - SECTION ENTITLED, "PRELIMINARY EXAMINATION" (PAGE 23) AS FOLLOWS:

#### PRELIMINARY EXAMINATION

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~~ publicized two weeks in advance by the Adviser. ~~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.

Mr. Eckert explained that the proposed revisions will streamline processes by eliminating the Form GS15. The role of the Graduate School is to record the intent and assure that the exam took place. It is common that departments frequently forget to complete the GS15. In addition, other problems have typically occurred. For example, exams have not taken place within the targeted dates rather than not having taken place at all. In addition, there is a great amount of staff effort required to assure receipt of the GS15 and reconciling the Form with the Report of Preliminary Exam, GS16, and verifying that indeed the exam was taken within a period of six days (plus/minus) from the target date. Discrepancies with target dates are brought to the attention of the Advisor.

Mr. Raymond "Steve" Robinson MOVED TO REFER THIS MOTION BACK TO THE COMMITTEE ON SCHOLARSHIP, RESEARCH AND GRADUATE EDUCATION WITH INSTRUCTIONS.

Mr. Robinson asked that the Committee on Scholarship, Research and Graduate Education reconsider this motion and asked that the GS 15 form not be eliminated but the committee revise the GS 15 form to include a signature line for the student. Mr. Robinson explained eliminating the form eliminates written confirmation of the intent to hold a Ph.D. preliminary examination. Keeping the form and adding a signature line for the student would protect all parties involved and would create a paper trail in case a student was failed and a grievance would be filed.

Mr. Ken Klopfenstein asked if the Dean of the Graduate School or the committee addressed this issue. Mr. Eckert replied that this was not discussed by the committee.

MR. ROBINSON' MOTION TO REFER THE MOTION BACK TO THE COMMITTEE ON SCHOLARSHIP, RESEARCH AND GRADUATE EDUCATION WAD ADOPTED.

- C. PROPOSED REVISIONS TO THE 2003-04 GRADUATE AND PROFESSIONAL BULLETIN - SECTION ENTITLED, " FINAL EXAMINATION" (PAGE 24) - COMMITTEE ON SCHOLARSHIP, RESEARCH AND GRADUATE EDUCATION

Mr. Eckert, Chair, Committee on Scholarship, Research and Graduate Education, MOVED THAT FACULTY COUNCIL ADOPT THE PROPOSED REVISIONS TO THE 2003-04 GRADUATE AND PROFESSIONAL BULLETIN - SECTION ENTITLED, "PRELIMINARY EXAMINATION" (PAGE 23) AS FOLLOWS:

#### FINAL EXAMINATION

At least one month before the final examination, the adviser will inform the student and the committee members of the nature and scope of the examination. Normally, the final examination will cover primarily the dissertation, but additional subject matter, specified by the committee at the time of the preliminary examination, may also be covered. Dissertation defenses are open to all members of the University community and the public at large. In order to assure timely notification across the entire campus, advisers should announce this information to the University community and public at large at least two weeks in advance. ~~Advisers may inform the Graduate School of the time and place of the defense on GS Form 23 at least two weeks in advance of the date. The Graduate School will publicize the defense through the University's electronic announcement and message delivery system. in a weekly notice accessible through the Web at [www.colostate.edu/Depts/Grad](http://www.colostate.edu/Depts/Grad)~~ The chairperson of the committee shall have the prerogative to decide whether those in attendance (outside of the committee) should be allowed to ask questions of the candidate during an oral examination.

Mr. Eckert explained that In an effort to streamline processes, the Graduate School recommends to eliminate the requirement that departments must submit Form GS23. With the availability of electronic messages, announcements, and websites, departments are able to easily announce discipline-specific final exams taking place within their department.

BY UNANIMOUS CONSENT THIS MOTION WAS ALSO REFERRED BACK TO THE COMMITTEE ON SCHOLARSHIP, RESEARCH AND GRADUATE EDUCATION FOR FURTHER REVIEW.

THE MEETING WAS ADJOURNED AT 5:11 P.M.

C. W. MILLER, CHAIR  
F. BRENT REEVES, 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>J. Daryl Tatum</u>	<u>Animal Sciences</u>
<b>Louis Bjosted</b>	<b>Bioagricultural Sciences &amp; Pest Management</b>
<u>Stephen Wallner</u>	<u>Horticulture &amp; Landscape Architecture</u>
<b>J. Fenwick for Keith Paustian</b>	<b>Soil and Crop Sciences</b>
<b>Phil Westra</b>	<b>College-at-Large</b>
<b>Dana Hoag</b>	<b>College-at-Large</b>
<b>Dennis Lamm</b>	<b>College-at-Large</b>

**APPLIED HUMAN SCIENCES**

<b>Molly Eckman</b>	<b>Design, Merchandising, and Consumer Sciences</b>
<b>R. Reiser for Robert Gotshall</b>	<b>Health and Exercise Science</b>
<b>David A. Sampson</b>	<b>Food Science and Human Nutrition</b>
<b>David MacPhee</b>	<b>Human Development and Family Studies</b>
<b>Michael Nobe</b>	<b>Manufacturing Technology and Construction Management</b>
<b>David Greene</b>	<b>Occupational Therapy</b>
<u>William Timpson</u>	<u>School of Education</u>
<b>Robert Seiz</b>	<b>Social Work</b>

**BUSINESS**

<b>William Mister</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>
<b>Joe Cannon</b>	<b>Marketing</b>

**ENGINEERING**

<b>Chris Kummerow</b>	<b>Atmospheric Science</b>
<b>A. Ted Watson</b>	<b>Chemical Engineering</b>
<b>Ramchand Oad</b>	<b>Civil Engineering</b>
<b>H. J. Siegel</b>	<b>Electrical Engineering</b>
<b>Azer Yalin</b>	<b>Mechanical Engineering</b>
<u>Robert Meroney</u>	<u>College-at-Large</u>
<b>Darrell Fontane</b>	<b>College-at-Large</b>

**LIBERAL ARTS**

<b>Norberto Valdez</b>	<b>Anthropology</b>
<b>Peter Jacobs</b>	<b>Art</b>
<b>Steven J. Shulman</b>	<b>Economics</b>
<b>Pam Coke</b>	<b>English</b>
<b>Michael Abeyta</b>	<b>Foreign Languages and Literatures</b>
<b>Diane C. Margolf</b>	<b>History</b>
<b>Jamie Switzer</b>	<b>Journalism and Technical Communication</b>
<u>Michael Thaut</u>	<u>Music, Theater, and Dance</u>
<b>Michael Losonsky</b>	<b>Philosophy</b>
<b>R. Lawrence for B. MacDonald</b>	<b>Political Science</b>

**LIBERAL ARTS (Continued)**

<b>Evan C. Vlachos</b>	<b>Sociology</b>
<b>Eric Aoki</b>	<b>Speech Communication</b>
<b>Alexandra Bernasek</b>	<b>College-at-Large</b>
<b>Ellen Brinks</b>	<b>College-at-Large</b>
<b>Eric Prince</b>	<b>College-at-Large</b>

#### **NATURAL RESOURCES**

<u>Barry Noon</u>	<u>Fishery and Wildlife Biology</u>
<b>Douglas Rideout</b>	<b>Forest, Rangeland, and Watershed Stewardship</b>
<b>Sally Sutton</b>	<b>Geosciences</b>
<b>Alan Bright</b>	<b>Natural Resource Recreation and Tourism</b>
<u>Glenn Haas</u>	<u>College-at-Large</u>

#### **NATURAL SCIENCES**

<u>David Fahrney</u>	<u>Biochemistry and Molecular Biology</u>
<b>Bruce Wunder</b>	<b>Biology</b>
<b>Rich Finke, Excused</b>	<b>Chemistry</b>
<b>Dale H. Grit</b>	<b>Computer Science</b>
<b>Kenneth Klopfenstein</b>	<b>Mathematics</b>
<b>R. "Steve" Robinson</b>	<b>Physics</b>
<u>Jack Hautaluoma</u>	<u>Psychology</u>
<u>Philip Lee Chapman</u>	<u>Statistics</u>
<u>Norman Curthoys</u>	<u>College-at-Large</u>
<u>Donald Estep</u>	<u>College-at-Large</u>
<b>Richard Eykholt</b>	<b>College-at-Large</b>
<b>Zinta Byrne</b>	<b>College-at-Large</b>

#### **VETERINARY MEDICINE AND BIOMEDICAL SCIENCES**

<b>John E. Rash</b>	<b>Biomedical Sciences</b>
<b>David Twedt</b>	<b>Clinical Sciences</b>
<b>Susan LaRue</b>	<b>Environmental and Radiological Health Sciences</b>
<b>Robert L. Jones</b>	<b>Microbiology, Immunology and Pathology</b>
<b>Gerald Callahan</b>	<b>College-at-Large</b>
<b>Barbara Powers</b>	<b>College-at-Large</b>
<b>Edward Dudek</b>	<b>College-at-Large</b>
<u>Carol Blair</u>	<u>College-at-Large</u>
<u>Julie Inamine</u>	<u>College-at-Large</u>

#### **UNIVERSITY LIBRARIES**

<b>Donnice Cochenour</b>	<b>Libraries</b>
<b>Lou E. Anderson</b>	<b>At-Large</b>
<b>Michelle Wilke</b>	<b>At-Large</b>

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

<b>Stephen Davies</b>	<b>Chair, Committee on Faculty Governance</b>
-----------------------	-----------------------------------------------

<b>Jackie Hartman</b>	<b>Chair, Committee on Intercollegiate Athletics</b>
<b>Jerry Magloughlin</b>	<b>Chair, Committee on Libraries</b>
<b>Richard Eykholt*</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>
<b>Marianne Bickle</b>	<b>Chair, Committee on Scholastic Standards and Awards</b>
<b>Kirk Hallahan</b>	<b>Chair, Committee on Strategic and Financial Planning</b>
<u>James Madl</u>	<u>Chair, Committee on Teaching and Learning</u>
<u>Philip Chapman*</u>	<u>Chair, Committee on University Programs</u>
<b>James Lindsay</b>	<b>Chair, University Curriculum Committee</b>

#### **OFFICERS OF FACULTY COUNCIL**

<b>C. W. Miller</b>	<b>Chair, Faculty Council</b>
<b>F. Brent Reeves</b>	<b>Vice Chair, Faculty Council</b>
<b>Paul Kugrens, Excused</b>	<b>BOG Representative/Parliamentarian</b>

#### **NON-ELECTED NON-VOTING MEMBERS**

<b>Larry Edward Penley, Excused</b>	<b>President</b>
<b>Peter J. Nicholls, Excused</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>Marc Johnson</u>	<u>Dean, College of Agricultural Sciences</u>
<u>Nancy K. Hartley</u>	<u>Dean, College of Applied Human Sciences</u>
<b>Heather Hardy</b>	<b>Dean, College of Liberal Arts</b>
<u>Ajay Menon</u>	<u>Dean, College of Business</u>
<u>Omnia El-Hakim for</u>	<u>Dean, College of Engineering</u>
<u>Neal Gallagher</u>	
<u>A. A. Dyer</u>	<u>Dean, College of Natural Resources</u>
<u>Rick Miranda</u>	<u>Dean, College of Natural Sciences</u>
<u>Lance Perryman</u>	<u>Dean, College of Veterinary Medicine and Biomedical Sciences</u>
<u>Catherine Murray-Rust</u>	<u>Dean, University Libraries</u>
<u>Patrick Pellicane</u>	<u>Acting Dean, Graduate School</u>