

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**

October 7, 2003

CALL TO ORDER

The Faculty Council meeting was called to order at 4:15 p.m. by Mr. C.W. Miller, Chair.

ANNOUNCEMENTS

Mr. Miller announced that the next regularly scheduled Faculty Council meeting will be held on November 4, 2003 in Room A203 Clark Building at 4:15 p.m.

Mr. Miller announced that the Administration/Faculty Council Dialogue for November 4, 2003 will be presented at 3:45 p.m. by Ms. Catherine Murray-Rust, Dean, University Libraries

Mr. Miller announced that the Current Issues Topic for November 4, 2003 will be: "The Status and Future of the Grievance Process"

Mr. Miller announced that the proposed revisions to the *Manual, Code*, Sections C.2.3.1.b - College of Applied Human Sciences - Department of Manufacturing Technology and Construction Management, C.2.1.9.5.g - Standing Committees: Membership and Function - Committee on Scholastic Standards and Awards, and C.2.1.9.5.a - Standing Committees: Membership and Function - Executive Committee, will be action items at the November 4, 2003 Faculty Council meeting.

MINUTES TO BE APPROVED

A. FACULTY COUNCIL MEETING MINUTES - SEPTEMBER 2, 2003

Mr. Richard Eykholt MOVED TO APPROVE THE FACULTY COUNCIL MEETING MINUTES OF SEPTEMBER 2, 2003.

THE SEPTEMBER 2, 2003 FACULTY COUNCIL MINUTES WERE APPROVED.

REPORTS TO BE RECEIVED

A. FACULTY COUNCIL REPRESENTATIVE TO THE BOARD OF GOVERNORS - AUGUST 27, 2003 - MR. PAUL KUGRENS

Mr. Miller noted that Mr. Kugrens is attending the Board of Governors meeting Denver, Colorado. He noted that Mr. Kugrens' report could be found on pages 27-28 of the October 7, 2003 Faculty Council agenda materials.

THE REPORT WAS RECEIVED.

B. Provost/Academic Vice President Report - Mr. Alan Tucker, Vice Provost for Faculty Affairs

Mr. Miller recognized Mr. Alan Tucker, Vice Provost for Faculty Affairs. Mr. Miller noted that Mr. Tucker was substituting for Mr. Peter Nicholls because Mr. Nicholls is attending the Board of Governors meeting in Denver, Colorado. Mr. Tucker reported that an Academic Affairs Forum was held on September 25, 2003. Mr. Peter Nicholls, Provost, Mr. C. W. Miller, Chair, Faculty Council and Ms. Katherine Timm, Chair, Administrative Professional Council participated in the dialogue. He reported that the Academic Affairs Strategic Planning initiatives were explained at the forum. He noted that five subcommittees have been appointed by the Provost and these subcommittees have been charged to develop goals, barriers to the goals, and framework for strategies to obtain the goals. He explained that this is the first time in many years that Academic Affairs has taken the lead in the strategic planning process at Colorado State University. Mr. Tucker stressed that it is incumbent upon all of us to support and develop good plans.

Mr. Tucker reported that Mr. Robert Jones and Ms. Alicia Cook are co-directors of the Higher Learning Commission Self Study. Mr. Tucker noted that the penultimate version of the self study report will be distributed to the Council of Deans for its review. In addition, open fora in November will be scheduled for the university community to review and discuss the self study report. Mr. Tucker added that this report is an integral part of the University accreditation process.

Mr. Tucker reported that he and Ms. Kevin Oltjentrums, Vice Provost for Undergraduate Studies, will be co-chairing the NCAA certification. He explained that four subcommittees will be involved in this process and the team visit to Colorado State University will be in February 2005.

Mr. Tucker thanked the faculty members, on behalf of Mr. Peter Nicholls, for all the great support given to move academic affairs forward in these difficult times.

THE REPORT WAS RECEIVED.

SPECIAL ACTIONS

A. CHANGES IN CURRICULUM TO BE APPROVED: UNIVERSITY CURRICULUM COMMITTEE MINUTES: MAY 9, AUGUST 29, SEPTEMBER 5 AND 12, 2003

Mr. James Lindsay, Chair, University Curriculum Committee, MOVED THAT FACULTY COUNCIL ADOPT ACTION ITEMS IN THE MAY 9, AUGUST 29, SEPTEMBER 5 AND 12, 2003 UNIVERSITY CURRICULUM COMMITTEE MEETING MINUTES CHANGES IN CURRICULUM WITH ONE EXEMPTION IN THE AUGUST 29 UNIVERSITY CURRICULUM COMMITTEE MINUTES: "MINIMUM GRADE POINT AVERAGE FOR THE ALL-UNIVERSITY CORE CURRICULUM."

MR. LINDSAY'S MOTION WAS ADOPTED.

B. MINIMUM GRADE POINT AVERAGE FOR THE ALL-UNIVERSITY CORE CURRICULUM - UNIVERSITY CURRICULUM COMMITTEE

Mr. Lindsay, Chair, University Curriculum Committee, MOVED THAT FACULTY COUNCIL ADOPT THE PROPOSED MINIMUM GRADE POINT AVERAGE FOR THE ALL-UNIVERSITY CORE CURRICULUM FOUND IN THE 2003-04 *GENERAL CATALOG* (p. 99) AS FOLLOWS:

Deletions are ~~strikeout~~ - Additions are underlined

A student must earn a cumulative grade point average of 2.0 or better in ~~a group of~~ the courses used

to satisfy categories 1 through 3 of the All-University Core Curriculum requirements.

Mr. Lindsay explained that during the degree audit process, the Registrar's Office is able to check electronically the cumulative grade point average for courses taken in categories 1 through 3. Because each major/concentration/option may have different category 4 courses and these are not identified within the university level of the degree audit system but are instead listed at the department level, each student's AUCC cumulative grade point average must be hand calculated to assure compliance with the 2.0 GPA.

MR. LINDSAY'S MOTION WAS ADOPTED.

C. **BALLOT - UNDERGRADUATE STUDENT REPRESENTATIVES ELECTION TO FACULTY COUNCIL
STANDING COMMITTEES - COMMITTEE ON FACULTY GOVERNANCE**

Mr. Stephen Davies, Chair, Committee on Faculty Governance, MOVED THAT FACULTY COUNCIL ELECT THE UNDERGRADUATE STUDENT REPRESENTATIVES NOMINATED TO THE FACULTY COUNCIL STANDING COMMITTEES AS FOLLOWS:

Committee on Intercollegiate Athletics

Kevin McCartin

Committee on Libraries

Jason Huitt

Committee on Scholarship, Research and Graduate Education

John Oates

Committee on Strategic and Financial Planning

Kyle McCarthy

Committee on Teaching and Learning

Dustin Zvonek

Committee on University Programs

Nick Stites

University Curriculum Committee

Brittney Schmiedbauer

Mr. Miller asked for nominations from the floor. There were no nominations from the floor and the nominations were closed.

THE UNDERGRADUATE STUDENT REPRESENTATIVES NOMINATED TO THE FACULTY COUNCIL STANDING COMMITTEES WERE ELECTED FOR A ONE YEAR TERM - 2003-2004.

D. **APPROVAL OF DEGREE CANDIDATES - DECEMBER 2003 COMMENCEMENT - MR. ALAN
TUCKER VICE PROVOST FOR FACULTY AFFAIRS**

Mr. Alan Tucker, Vice Provost for Faculty Affairs, MOVED THAT FACULTY COUNCIL APPROVE THE CANDIDATES WHO MEET DEGREE REQUIREMENTS FOR GRADUATION AT THE CLOSE OF THE FALL 2003 SEMESTER.

MR. TUCKER'S MOTION TO APPROVE DEGREE CANDIDATES FOR FALL 2003 WAS ADOPTED.

E. PROPOSED REVISIONS TO THE *GRADUATE AND PROFESSIONAL BULLETIN 2003-04* - "TRACK II ADMISSION" - COMMITTEE ON SCHOLARSHIP, RESEARCH AND GRADUATE EDUCATION

Mr. Jerry Eckert, Chair, Committee on Scholarship, Research and Graduate Education, MOVED THAT FACULTY COUNCIL ADOPT THE PROPOSED REVISIONS TO THE *GRADUATE AND PROFESSIONAL BULLETIN 2003-04* - "TRACK II ADMISSION" AS FOLLOWS:

ADDITIONS - UNDERLINED - DELETIONS ~~OVERSCORED~~

Track II Admissions

Track II admissions are available only to individuals who have at least five years of appropriate professional experience ~~and~~ following the award of a baccalaureate degree.

In addition to the white copy of GS Form 1 and application fee, the following must be sent directly to the department in which the student plans to study (refer to the addresses in the Directory for Department and Program Contact Persons).

1. The pink copy of the completed graduate application form (GS Form 1).
2. Two official transcripts of all collegiate work completed. (Colorado State University transcripts are not required.)
3. Three letters of recommendation written by individuals in at least two of the following categories:
 - a. Applicant's previous or current college/university instructors.
 - b. Applicant's previous or current, immediate professional supervisors.
 - c. Observers, other than supervisors, who can verify the specific impact of the applicant's professional or intellectual expertise. Letters from friends, ~~co-workers~~, relatives, or character witnesses will be considered only supplemental to the three required references.
4. A written "statement of purpose" that contains:
 - a. A summary of long-term professional or personal goals.
 - b. A statement regarding the applicant's educational goals.
 - c. A statement indicating how this learning will contribute to the applicant's long-term goals.
 - d. A list of factors that led the applicant to consider Colorado State for graduate study.
5. A completed resume that contains the following:
 - a. Record of all collegiate work, including names of institutions, periods of attendance, and degrees earned.
 - b. Record of all professional employment including dates of service (including military).
 - c. List of any special skills or competencies (including certifications or licensures).
 - d. List of publications, exhibitions, prizes, awards, or other recognitions.
 - e. List of service activities (including community and charitable).

Mr. Eckert explained that the original policy was developed because the clientele being admitted to graduate school was changing and more professionals were pursuing advanced degrees after being in the work force for five or more years. The purpose was to allow methods other than GRE and GPA for admission criteria, such as the professional experience gained after completion of the baccalaureate, and to allow professional experience to demonstrate capabilities for graduate study even though an earlier undergraduate GPA might not. Without the intended time sequence, the policy allows for the professional experience to be prior to the granting of the bachelors degree. In such a case, the post-degree professional experience does not exist to provide strong countervailing evidence needed to over-ride a low bachelors degree grade point average and/or lack of GRE. In addition, the word "co-workers" is deleted from the classes of material specified as "only supplemental" on the grounds that in a number of professional arenas, work is performed in teams and team members are routinely involved in performance evaluations of their co-workers. It is felt, that under these circumstances, the evaluations of co-workers should not be relegated to "only supplemental" status.

MR. ECKERT'S MOTION WAS ADOPTED.

F. PROPOSED INTERDISCIPLINARY STUDIES PROGRAM IN GERONTOLOGY - COLLEGE OF APPLIED HUMAN SCIENCES - UNIVERSITY CURRICULUM COMMITTEE

Mr. Lindsay, Chair, University Curriculum Committee, MOVED THAT FACULTY COUNCIL ADOPT THE PROPOSED INTERDISCIPLINARY STUDIES PROGRAM IN GERONTOLOGY TO BE EFFECTIVE SPRING SEMESTER 2004.

Mr. Lindsay noted that the rationale and support materials for this proposal could be found on pages 32 through 37 of the October 7, 2003 Faculty Council agenda materials.

MR. LINDSAY'S MOTION WAS ADOPTED.

G. PROPOSED REVISIONS TO THE *MANUAL*, SECTION I.9 - STUDENT RESERVISTS CALLED TO ACTIVE DUTY - COMMITTEE ON RESPONSIBILITIES AND STANDING OF ACADEMIC FACULTY

Mr. Richard Eykholt, Chair, Committee on Responsibilities and Standing of Academic Faculty, MOVED THAT FACULTY COUNCIL ADOPT THE PROPOSED REVISIONS TO THE *MANUAL*, SECTION I.9 - STUDENT RESERVISTS CALLED TO ACTIVE DUTY TO BE EFFECTIVE UPON APPROVAL BY THE BOARD OF GOVERNORS OF THE COLORADO STATE UNIVERSITY SYSTEM AS FOLLOWS:

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

I.9 Students Reservists Called to Active Duty

In response to military action declared by the President of the United States or Congress in which United States forces are being called into active duty, the University shall apply this policy for the duration of such actions, and the ~~HELP/Success~~ Center for Advising and Student Achievement (CASA) shall execute it.

Any student ~~reservist~~ called to active military duty may, upon presentation of a copy of her/his orders to ~~the HELP/Success Center~~ CASA, be given a grade of incomplete in courses for which she/he is registered. The student or her/his designee may make this request in person, by letter, or by telephone; ~~However,~~ the request will not be processed by ~~the HELP/Success Center~~ CASA until a copy of the orders are received. ~~The HELP/Success Center~~ CASA advisers will counsel with the student or her/his designee and the student's instructors to select the option (either withdrawal from the University, cancellation of courses, or taking of an incomplete) that is most appropriate to that student's situation.

The grade of incomplete shall remain on the student's record for a period not to exceed one year following the end of the semester in which the student re-enrolls at Colorado State University. By this date, the grade will be changed by the instructor or department head of record, or it will revert to a grade of F. It will be the responsibility of ~~the HELP/Success Center~~ CASA personnel to track these students and to keep the Office of the Registrar notified of the status of these students, since the time period ~~in~~ for which the incomplete grade may remain on the record may vary from the normal University time limits for resolution of incompletes.

Mr. Eykholt explained that the HELP/Success Center was merged with other centers and renamed the Center for Advising and Student Achievement (CASA).

MR. EYKHOLT'S MOTION WAS ADOPTED.

H. PROPOSED REVISIONS TO THE *MANUAL*, SECTION B.2.4.1 - COMMITTEE OF ASSOCIATE/ASSISTANT DEANS - COMMITTEE ON RESPONSIBILITIES AND STANDING OF ACADEMIC FACULTY

Mr. Eykholt, Chair, Committee on Responsibilities and Standing of Academic Faculty, MOVED THAT FACULTY COUNCIL ADOPT THE PROPOSED REVISIONS TO THE *MANUAL*, SECTION B.2.4.1 - COMMITTEE OF ASSOCIATE/ASSISTANT DEANS TO BE EFFECTIVE UPON APPROVAL BY THE BOARD OF GOVERNORS OF THE COLORADO STATE SYSTEM AS FOLLOWS:

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

B.2.4.1 Committee of Associate~~v~~/Assistant Deans

The Committee of Associate~~v~~/Assistant Deans serves to provide advice to the Council of Deans on enrollment management and the Ssummer session, and on other matters as requested by the Council of Deans. The Committee shall consist of one Associate/Assistant Dean or designee as appointed by the Dean of each college and the Libraries; an Associate/Assistant Dean of the Graduate School; the Executive Director of Enrollment Services; a representative appointed by the appropriate Directors from Continuing Education, the Office of Instructional Services, and the HELP/Success Center for Advising and Student Achievement (CASA); and the Vice Chair of Faculty Council as ex officio. The Vice Provost for Undergraduate Studies shall serve as Chair.

Mr. Eykholt explained that the HELP/Success Center was merged with other centers and renamed the Center for Advising and Student Achievement (CASA).

MR. EYKHOLT'S MOTION WAS ADOPTED.

I. PROPOSED REVISIONS TO THE *MANUAL*, SECTION H.14 - SMOKING IN CAMPUS BUILDINGS - COMMITTEE ON RESPONSIBILITIES AND STANDING OF ACADEMIC FACULTY

Mr. Eykholt, Chair, Committee on Responsibilities and Standing of Academic Faculty, MOVED THAT FACULTY COUNCIL ADOPT THE PROPOSED REVISIONS TO THE *MANUAL*, SECTION H.14 -

SMOKING IN CAMPUS BUILDINGS TO BE EFFECTIVE UPON APPROVAL BY THE BOARD OF GOVERNORS OF THE COLORADO STATE UNIVERSITY SYSTEM AS FOLLOWS:

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

H.14 Smoking in Campus Buildings

Smoking is prohibited in all University buildings, except in instances where a special exception has been approved by the Governor's Office. ~~Currently, only certain residence hall sleeping rooms and portions of certain residence hall cafeterias have been granted this exception.~~ Willful violations of this policy may result in disciplinary action.

Mr. Eykholt explained that smoking is no longer allowed in any of the residence halls.

MR. EYKHOLT'S MOTION WAS ADOPTED.

THE MEETING WAS ADJOURNED AT 4:38 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

Jerry Eckert	Agricultural and Resource Economics
<u>J. Daryl Tatum</u>	<u>Animal Sciences</u>
Louis Bjosted	Bioagricultural Sciences & Pest Management
<u>Stephen Wallner</u>	<u>Horticulture & Landscape Architecture</u>
Keith Paustian	Soil and Crop Sciences
Phil Westra	College-at-Large
<u>Dana Hoag</u>	<u>College-at-Large</u>
Dennis Lamm	College-at-Large

APPLIED HUMAN SCIENCES

M. Bickle for Molly Eckman	Design, Merchandising, and Consumer Sciences
Robert Gotshall	Health and Exercise Science
David A. Sampson	Food Science and Human Nutrition
David Macphee	Human Development and Family Studies
<u>Charles W. Smith</u>	<u>Manufacturing Technology and Construction Management</u>
David Greene	Occupational Therapy
William Timpson	School of Education
<u>Robert Seiz</u>	<u>Social Work</u>

BUSINESS

William Mister	Accounting
F.C. "Ted" Weston	Computer Information Systems
Timothy Gallagher	Finance and Real Estate
Raymond Hogler	Management
Joe Cannon	Marketing

ENGINEERING

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

LIBERAL ARTS

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

LIBERAL ARTS (Continued)

<u>Evan C. Vlachos</u>	<u>Sociology</u>
Eric Aoki	Speech Communication
Alexandra Bernasek	College-at-Large
Maura Velazquez	College-at-Large
<u>Eric Prince</u>	<u>College-at-Large</u>

NATURAL RESOURCES

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

NATURAL SCIENCES

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

VETERINARY MEDICINE AND BIOMEDICAL SCIENCES

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

UNIVERSITY LIBRARIES

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

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

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

OFFICERS OF FACULTY COUNCIL

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

NON-ELECTED NON-VOTING MEMBERS

Larry Edward Penley, Excused	President
A. Tucker for Peter J. Nicholls	Provost/Academic Vice President
<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>
<u>Heather Hardy</u>	<u>Dean, College of Liberal Arts</u>
<u>Ajay Menon</u>	<u>Dean, College of Business</u>
Omnia El-Hakim - for Neal Gallagher	Dean, College of Engineering
<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>
Patrick Pellicane	Acting Dean, Graduate School