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

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 Oltjentbruns, 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
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.


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 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\/Assistant Deans

The Committee of Associate\/Assistant Deans serves to provide advice to the Council of Deans on enrollment management and the Summer 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
- **J. Daryl Tatum**  
  Animal Sciences
- **Louis Bjosted**  
  Bioagricultural Sciences & Pest Management
- **Stephen Wallner**  
  Horticulture & Landscape Architecture
- **Keith Paustian**  
  Soil and Crop Sciences
- **Phil Westra**  
  College-at-Large
- **Dana Hoag**  
  College-at-Large
- **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
- **Charles W. Smith**  
  Manufacturing Technology and Construction Management
- **David Greene**  
  Occupational Therapy
- **William Timpson**  
  School of Education
- **Robert Seiz**  
  Social Work

### 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
- **Ramchand Oad**  
  Civil Engineering
- **Gary Y. Robinson**  
  Electrical Engineering
- **Azer Yalin**  
  Mechanical Engineering
- **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
- **Michael Thaut**  
  Music, Theater, and Dance
- **Michael Losonsky**  
  Philosophy
- **Brad MacDonald**  
  Political Science
LIBERAL ARTS (Continued)
Evan C. Vlachos
Sociology
Eric Aoki
Speech Communication
Alexandra Bernasek
College-at-Large
Maura Velazquez
College-at-Large
Eric Prince
College-at-Large

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

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

VETERINARY MEDICINE AND BIOMEDICAL SCIENCES
John E. Rash
Biomedical Sciences
David Tweedt
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
Edward Dudek
College-at-Large
Carol Blair
College-at-Large
Julie Inamine
College-at-Large

UNIVERSITY LIBRARIES
Thomas Moothart for Libraries
Donnice Cochenour
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
Jerry Magloughlin Chair, Committee on Libraries
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
Kirk Hallahan Chair, Committee on Strategic and Financial Planning
James Madl Chair, Committee on Teaching and Learning
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
Anthony Frank Vice President for Research and Information Technology
Linda Kuk Vice President for Student Affairs
Marc Johnson Dean, College of Agricultural Sciences
Nancy K. Hartley Dean, College of Applied Human Sciences
Heather Hardy Dean, College of Liberal Arts
Ajay Menon Dean, College of Business
Omnia El-Hakim - Dean, College of Engineering
for Neal Gallagher

A. A. Dyer Dean, College of Natural Resources
Rick Miranda Dean, College of Natural Sciences
Lance Perryman Dean, College of Veterinary Medicine and Biomedical Sciences
Catherine Murray-Rust Dean, University Libraries
Patrick Pellicane Acting Dean, Graduate School