

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
December 6, 2005

CALL TO ORDER

The Faculty Council meeting was called to order at 4:15 p.m. by Mr. Robert L. Jones, Chair.

ANNOUNCEMENTS

- A. NEXT FACULTY COUNCIL MEETING - FEBRUARY 7, 2006 - A103 CLARK BUILDING - 4:15 p.m.

Mr. Jones announced that the next Faculty Council meeting will be held on February 7, 2006 in Room A103 Clark Building.

- B. ADMINISTRATIVE/FACULTY COUNCIL DIALOGUE - FEBRUARY 7, 2006 - 3:45 to 4:15 p.m. - MS. CATHERINE MURRAY-RUST - DEAN, UNIVERSITY LIBRARIES

Mr. Jones announced that the Administrative/Faculty Council Dialogue for the February 7, 2006 Faculty Council meeting will be presented by Ms. Catherine Murray-Rust, Dean, University Libraries.

- C. FACULTY COUNCIL CURRENT ISSUES TOPIC - FEBRUARY 7, 2006 - TO BE DETERMINED

Mr. Jones announced that the Current Issues Topic for the February 7, 2005 Faculty Council meeting will be announced at a later date.

- D. ANNOUNCE NOMINATION LETTER FORTHCOMING FOR UNIVERSITY GRIEVANCE OFFICER

Mr. Jones announced that a nomination letter, from a sub-committee of the University Grievance Panel, seeking nominations for a Grievance Officer will be forthcoming in December.

- E. ANNOUNCE NOMINATION LETTER FORTHCOMING FOR ACADEMIC FACULTY UNIVERSITY MEDIATORS

Mr. Jones announced that a nomination letter, from the Provost Office, seeking nominations for academic faculty University Mediators will be forthcoming in December.

- F. ANNOUNCE NOMINATION LETTER FORTHCOMING FOR FACULTY COUNCIL OFFICERS: FACULTY COUNCIL VICE CHAIR AND FACULTY REPRESENTATIVE TO THE BOARD OF GOVERNORS

Mr. Jones announced that a nomination letter, from the Committee on Faculty Governance, seeking nominations for Faculty Council Vice Chair and the Faculty Representative to the Board of Governors will be forthcoming in December.

MINUTES TO BE APPROVED

A. FACULTY COUNCIL MEETING MINUTES - OCTOBER 4, 2005

The November 1, 2005 Faculty Council Meeting Minutes were approved by unanimous consent.

UNFINISHED BUSINESS

A. ELECTION OF UNIVERSITY GRIEVANCE ACADEMIC FACULTY PANEL MEMBERS - TERMS OF SERVICE 2005-2008 - COMMITTEE ON FACULTY GOVERNANCE

Ms. Sue Pendell, Chair, Committee on Faculty Governance, was recognized to present the Committee on Faculty Governance nominations for the Grievance Panel.

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

Alan Bright	Natural Resources	2008
Leslee Becker	Liberal Arts	2008
Robert Kling	Liberal Arts	2008
Jon Clark	Business	2008

Mr. Jones asked for nominations from the floor for the University Grievance Panel. Hearing no nominations, the nominations were closed.

Mr. Alan Bright, Ms. Leslee Becker, Mr. Robert Kling, and Mr. Jon Clark were elected to serve a three-year term (December 2005 - June 2008) on the University Grievance Panel.

REPORTS TO BE RECEIVED

Mr. Jones asked for unanimous consent to add a report from Mr. F. C. "Ted" Weston. There were no objections.

A. BOARD OF GOVERNORS REPORT - NOVEMBER 17, 2005 - BOARD OF GOVERNORS RETREAT - MR. F. C. "TED" WESTON, FACULTY REPRESENTATIVE TO THE BOARD OF GOVERNORS

Mr. Jones recognized Mr. F. C. "Ted" Weston, Faculty Representative to the Board of Governors. Mr. Weston reported that the Board of Governors (BOG) held a retreat on November 17, 2005 in Denver at the J. W. Marriott. The agenda for this meeting was to discuss the impact of the passage of Referendum "C", legislative agenda, 'dashboard' reporting, plus other items.

Mr. Weston reported that Chancellor Larry E. Penley presented a financial summary that included graphs depicting:

Operating Budget (State funding) from FY 95-96 through FY 05-06
Resident Tuition Increases (base only) FY 96-97 through FY 05-06
State Capital and Controlled Maintenance Expenditures (CSUS) FY 95-96 through FY 05-06
Change in General Fund and Tuition Dollars FY 02 to FY 06 (various schools and systems within Colorado)

Mr. Weston explained that Chancellor Penley continued with an early projection of the FY07 (beginning July 1, 2006) budget. He noted that while this budget is a "moving target" and can be expected to change on an almost daily basis, there is probably good news, based on early numbers, for higher education.

Mr. Weston noted that Chancellor Penley continued with a legislative agenda. Some of the items on this agenda will include:

- A focus on new revenue authority;
- A movement away from double digit tuition increases (part of the implied promise with Ref C);
- Increased agency support via the Fee for Service Contract;
- Matching State funds for federal grants. Mr. Weston noted that a comment here was that Colorado higher education institutions are at a disadvantage when compared to other states without some form of State match;
- Cleaning up the Colorado Revised Statutes for references to the Board of Governors versus the State Board of Agriculture;
- Dollars to support the physical infrastructure (including controlled maintenance items);
- Support for the Water Resources Research Institute.

Mr. Weston added that there was a general discussion of 'dashboard' reporting. A handout prepared by Mr. Keith Ickes, Vice President for Administrative Services (not present), showed dashboard indicators including revenue and expenditures, customer orientation, a proposed 'customer satisfaction survey,' enrollment status, student information, employee information, plus other metrics. There was considerable discussion of additional potential dashboard items. A sub-committee will look into these additional items.

Mr. Weston reported that a consultant to the BOG is working on a process and system to evaluate the President of CSU and CSU-Pueblo (who recently announced his intent to resign as President of CSU-Pueblo).

Mr. Weston noted that the next BOG meeting will be on December 15, 2005 in Denver.

MR. WESTON'S REPORT WAS RECEIVED.

B. PROVOST/SENIOR VICE PRESIDENT REPORT - MR. TONY FRANK, PROVOST/SENIOR VICE PRESIDENT

Mr. Jones recognized Mr. Tony Frank, Provost/Senior Vice President. Mr. Frank presented an update on the progress for upcoming searches for the positions of Vice Provost for Outreach and Strategic Partnerships, Vice President for Research and Vice President for Admissions and Access. He noted that the job descriptions have been drafted for these positions. He is hopeful that candidates for these positions will have campus interviews in late April.

Mr. Frank reported that a final draft of the Strategic Plan is being finalized for presentation to the Board of Governors. He noted that there is no consensus from faculty members regarding the "superclusters" concept and additional work needs to be done on this section. Hopefully this will be completed in January.

Mr. Frank added that budget discussions for FY06-07 are underway. He noted that his office has scheduled individual meetings with all of the Faculty Council college representatives and at-large representatives. He is hopeful that these meetings will make shared governance more effective.

Mr. Weston also noted to Faculty Council members that Mr. Frank and Mr. Keith Ickes, Vice President for Administrative Services, will be meeting on a regular basis with the Committee on Strategic and Financial Planning to present reports on the budget discussions for FY06-07.

MR. FRANK'S REPORT WAS RECEIVED.

C. FACULTY COUNCIL CHAIR REPORT - MR. ROBERT JONES, FACULTY COUNCIL CHAIR

Mr. Jones reported on consultation activities within the Faculty Council office. He noted that an issue regarding the use of textbooks authored by instructors was discussed in Executive Committee at its November 8, 2005 meeting. Mr. Jones noted that Section J of the Manual recognized faculty ownership of textbooks they have authored. In addition, academic freedom ensures the right of the faculty member to select classroom materials. However, choosing a textbook authored by a faculty member could involve a conflict of interest that should be disclosed on the conflict of interest form (which is to be completed annually by all faculty members). Mr. Jones explained that by disclosing this information on the conflict of interest form, the dean or department head would be responsible to resolve a possible conflict of interest. This requirement is not meant to restrict the selection of textbooks - but is intended to protect the faculty member.

MR. JONES' REPORT WAS RECEIVED.

SPECIAL ACTIONS

A. CHANGES IN CURRICULUM TO BE APPROVED: UNIVERSITY CURRICULUM COMMITTEE MINUTES OCTOBER 10, 24, 31 AND NOVEMBER 7, 2005

Mr. Jones recognized Ms. Carole Makela, Chair, University Curriculum Committee.

Ms. Carole Makela, Chair, University Curriculum Committee MOVED THAT THE FACULTY COUNCIL ADOPT THE ACTION ITEMS IN THE OCTOBER 10, 24, 31 AND NOVEMBER 7, 2005 UNIVERSITY CURRICULUM COMMITTEE MEETING MINUTES CHANGES IN CURRICULUM.

Ms. Makela noted the following exemptions in the October 10, 2005 University Curriculum Committee Minutes:

Request to Add Minimum Grade Requirement for the Ethnic Studies Concentration (page 5)

MS. MAKELA'S MOTION WAS ADOPTED.

B. Request for Minimum Grade Requirement in Ethnic Studies Concentration, Liberal Arts Major - University Curriculum Committee

Ms. Makela, Chair, University Curriculum Committee, MOVED THAT FACULTY COUNCIL ADOPT THE REQUEST FOR A MINIMUM GRADE REQUIREMENT IN ETHNIC STUDIES CONCENTRATION - LIBERAL ARTS MAJOR TO BE EFFECTIVE FALL SEMESTER 2006 AS FOLLOWS:

All Ethnic Studies Concentration students must receive a grade of "C" (not "C-") or better in each of their Ethnic Studies classes (includes cross-listed classes) used to fulfill the requirements of the concentration.

Mr. Makela explained that the College of Liberal Arts and the Center for Applied Studies in American Ethnicity believes a minimum grade requirement communicates to students a minimum proficiency level for future benefit.

Mr. Timothy Gallagher noted that it is well documented that he is opposed to minimum grade requirements. He explained that students in the same class have different grade requirements. He pointed out that individual faculty members have the power to implement such a practice without a minimum grade policy. Ms. Nancy Levinger asked for more rationale. Ms. Alexandra Bernasek explained that having minimum grade requirements inform students in advance of what is required to be successful in a course. Mr. Richard Eykholt

noted that there needs to be a degree of uniformity regarding minimum grade requirements and with all the different minimum grade requirements this can cause confusion and create additional issues with the plus/minus grading system. He added that this should be a University standard and not set from department to department. It was pointed out that Faculty Council has already approved several minimum grade requirements and it would not be unfair not to approve this request. Ms. Bernasek pointed out that students are required to maintain a 2.0 cumulative grade point average so it is not unreasonable to require the same standard for a course.

MS. MAKELA'S MOTION WAS ADOPTED.

C. PROPOSED REVISIONS TO THE MANUAL, CODE SECTION C.2.1.2 - POWERS AND RESPONSIBILITIES - COMMITTEE ON FACULTY GOVERNANCE

Ms. Pendell, Chair, Committee on Faculty Governance, MOVED THAT FACULTY COUNCIL ADOPT THE PROPOSED REVISIONS TO THE *MANUAL*, SECTION C.2.1.2 - POWERS AND RESPONSIBILITIES, TO BE EFFECTIVE UPON APPROVAL BY THE BOARD OF GOVERNORS AS FOLLOWS:

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

C.2 The Code of Colorado State University

C.2.1 Faculty Council

C.2.1.2 Powers and Responsibilities *(last revised June 2003)*

Subject to the statutes of the State and regulations and policies of the Board, the Faculty Council shall have jurisdiction over the general educational policy of the University, shall pass all rules and regulations necessary to University government and discipline, and shall have statutory charge of the laboratories and libraries.

Consistent with powers delegated to it by the faculty and the Board, the Faculty Council shall make recommendations to promote the educational interests of the University as a whole with respect to:

- a. *no change*
- b. *no change*
- c. *no change*
- d. *no change*
- e. *no change*
- f. The granting of degrees by the President upon authority granted by the Board.
- g. *no change*

Ms. Pendell explained that this revision was necessary because the Board of Governors has not delegated to the President the authority to grant degrees.

MS. PENDELL'S MOTION WAS ADOPTED BY THE NECESSARY TWO-THIRDS VOTE.

D. PROPOSED REVISIONS TO THE *MANUAL*, CODE SECTION C.2.1.9.4 - ELECTION TO MEMBERSHIP AND TERM OF SERVICE - COMMITTEE ON FACULTY GOVERNANCE

Ms. Pendell, Chair, Committee on Faculty Governance, MOVED, THAT FACULTY COUNCIL ADOPT THE PROPOSED REVISIONS TO THE *MANUAL*, SECTION C.2.1.9.4 - ELECTION TO MEMBERSHIP AND TERM OF SERVICE TO BE EFFECTIVE UPON APPROVAL BY THE BOARD OF GOVERNORS AS FOLLOWS:

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

C.2.1.9.4 Election to Membership and Term of Service

Unless otherwise specified by the Code, the terms of service for all elected faculty members of standing committees of the Faculty Council shall be three years with terms of one-third expiring each year. The terms of service for all elected student members of standing committees of the Faculty Council shall be one year. Terms of office for newly elected members of all standing committees are to begin July 1 for faculty members and October 25 for student members. ~~Faculty members usually will not serve consecutive terms.~~ Student members may serve ~~consecutive terms but may serve~~ on only two standing committees at any given time. The Committee on Faculty Governance shall fill vacancies on standing committees of the Faculty Council occurring between normal elections in one of the following ways:

- a. Immediate election in the same manner as the original position was filled.
- b. Temporary appointment by the Committee on Faculty Governance.
- c. Regular appointment with the appointee to be nominated by the Committee on Faculty Governance and approved by the Faculty Council.

Vacancies other than those occurring because of expiring memberships are to be filled for unexpired terms only.

Unless otherwise specified by the Code, nominations for the elected faculty membership on all standing committees shall be made by the Committee on Faculty Governance and submitted to the Faculty Council at its April meeting. After nominations have been closed, the Secretary of the Faculty Council shall prepare a ballot that shows in alphabetical order the name of each nominee and the nominator for each position. The ballot shall be mailed to each member of the Faculty Council with appropriate instructions for marking and returning the ballot. The Secretary shall include the results of the balloting in the minutes of the April meeting of the Faculty Council. Election shall be by plurality. In the event of a tie for any position, the Faculty Council shall ballot again at the May meeting.

Nominations of undergraduate students to standing committees of the Faculty Council shall be made by the ASCSU Director of Academics with the advice and consultation of the President and the Vice President of ASCSU. All such nominees ~~will~~ shall be recommended to the ASCSU Senate and shall have majority approval of the ASCSU Senate before nominations are forwarded to the Faculty Council Committee on Faculty Governance for inclusion on the ballot.

Nominations of graduate student members to Faculty Council standing committees shall be made by the University Graduate Student Council. Graduate student nominations shall be forwarded to the Faculty Council Committee on Faculty Governance for inclusion on the ballot.

Student nominations shall be submitted to the Faculty Council at its October meeting. After nominations have been closed, a vote will be taken on the floor of the Faculty Council. In the event of a tie, the Faculty Council shall vote again. Election shall be by plurality.

Ms. Pendell explained that academic faculty members serving on Faculty Council standing committees should not be limited to one term.

MS. PENDELL'S MOTION WAS ADOPTED BY THE NECESSARY TWO-THIRDS VOTE.

E. PROPOSED REVISIONS TO THE *MANUAL*, CODE SECTION C.2.1.9.5.b - STANDING COMMITTEES: MEMBERSHIP AND FUNCTION - COMMITTEE ON FACULTY GOVERNANCE - COMMITTEE ON FACULTY GOVERNANCE

Ms. Pendell, Chair, Committee on Faculty Governance, MOVED, THAT FACULTY COUNCIL ADOPT THE PROPOSED REVISIONS TO THE *MANUAL*, CODE SECTION C.2.1.9.5.b - COMMITTEE ON FACULTY GOVERNANCE, TO BE EFFECTIVE UPON APPROVAL BY THE BOARD OF GOVERNORS AS FOLLOWS:

Additions - underlined; deletions - ~~strikeouts~~

C.2.1.9.5 Standing Committees: Membership and Function

- b. Committee on Faculty Governance - The Committee on Faculty Governance shall consist of one academic faculty representative from each college and the Libraries. The duties of this standing committee shall be:
- (1) To recommend to the Faculty Council amendments to the Code, including revisions to update it.
 - (2) To periodically review practices and procedures of the Faculty Council and its standing committees to assure compliance with the Code.
 - (3) To apportion annually the elected representatives of the colleges and University Libraries to the Faculty Council.
 - (4) To provide interpretations of the Code.
 - (5) To establish uniform procedures for electing Faculty Council officers and members of its standing committees and to supervise the election of representatives to the Faculty Council.

- (6) To make and forward nominations for standing committees of the Faculty Council and faculty members of Benefits Committee (see Section D. 2. 1), Grievance Panel (see Section K. 15. 1), and Sexual Harassment Panel (see Appendix 1. III. B. 2) and submit names of nominees for the offices of Faculty Council Chairperson, Vice Chairperson, and Representative to the Board and for other positions as requested by the Faculty Council.

Ms. Pendell explained that the Committee on Faculty Governance also makes and forwards nominations for the academic faculty members serving on the Benefits Committee, the Grievance Panel, and the Sexual Harassment Panel.

MS. PENDELL'S MOTION WAS ADOPTED BY THE NECESSARY TWO-THIRDS VOTE.

F. PROPOSED REVISIONS TO THE *MANUAL*, CODE SECTION C.2.1.9.5.g. - STANDING COMMITTEES: MEMBERSHIP AND FUNCTION - COMMITTEE ON SCHOLASTIC STANDARDS AND AWARDS - COMMITTEE ON FACULTY GOVERNANCE

Ms. Pendell, Chair, Committee on Faculty Governance, MOVED THAT FACULTY COUNCIL ADOPT THE PROPOSED REVISIONS TO THE *MANUAL*, CODE SECTION C.2.1.9.5.g - COMMITTEE ON SCHOLASTIC STANDARDS AND AWARDS TO BE EFFECTIVE UPON APPROVAL BY THE BOARD OF GOVERNORS AS FOLLOWS:

Additions - underlined; deletions - ~~strikeouts~~

C.2.1.9.5 Standing Committees: Membership and Function

- g. Committee on Scholastic Standards ~~and Awards~~ - The Committee on Scholastic Standards ~~and Awards~~ will consist of one academic faculty member from each college and the Libraries and the Director of the Center for Advising and Student Achievement (CASA) (ex officio).

The duties of this standing committee shall be to recommend to the Faculty Council ~~(1) P~~ policies related to undergraduate academic standards and regulations and procedures for implementing and enforcing these policies.

- ~~(2) Policies related to University wide undergraduate scholarships and awards. The standing committee may select recipients of scholarships and awards when so designated by the donor or the Faculty Council.~~

The standing committee shall also act as a hearing board and render decisions on:

- (1) Appeals of academic dismissal.
- (2) Appeals for retroactive withdrawal.

Ms. Pendell explained that the Committee on Scholastic Standards and Awards no longer is involved with scholarships and awards. Therefore, this part of the committee name and charge is no longer applicable.

MS. PENDELL'S MOTION WAS ADOPTED BY THE NECESSARY TWO-THIRDS VOTE.

G. PROPOSED REVISIONS TO THE *MANUAL*, CODE SECTION C.2.2 - PROCEDURES FOR PROGRAMMATIC AND ORGANIZATIONAL CHANGE - COMMITTEE ON FACULTY GOVERNANCE

Ms. Pendell, Chair, Committee on Faculty Governance, MOVED THAT FACULTY COUNCIL ADOPT THE PROPOSED REVISIONS TO THE *MANUAL*, SECTION C.2.2 - PROCEDURES FOR PROGRAMMATIC AND ORGANIZATIONAL TO BE EFFECTIVE UPON APPROVAL BY THE BOARD OF GOVERNORS AS FOLLOWS:

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

C.2.2 Procedures for Programmatic and Organizational Change

The creation of new programs, departments, and colleges; the change of college affiliation of programs and departments; and the change of academic name, dissolution, division, or merger of existing programs, departments and colleges shall follow the following procedures:

- a. Any faculty member, department, college, Faculty Council standing committee, or other University related unit may initiate a programmatic or organizational change.
- b. Proposed changes shall be considered by the appropriate department(s) and college(s) with student input.
- c. Following recommendations by the appropriate department(s) and college(s), and recommendations by the Committee on Scholarship, Research and Graduate Education, if appropriate, proposed changes shall be considered by the University Curriculum Committee.
- d. Following recommendations by the University Curriculum Committee, and concurrence by the Committee on Faculty Governance and the Committee on Strategic and Financial Planning, if appropriate, proposed changes shall be reported by the Executive Committee to the Faculty Council for consideration.
- e. Following approval by Faculty Council, proposed changes shall be reported through the Provost and the President to the Board.

Ms. Pendell explained that changing the academic or programmatic/organizational name of a program, department, or college is different than giving a unit an honorary name. Faculty Council is responsible for programmatic and organizational change to units but not honorary naming, and honorary names do not appear in the *Manual*. The Board of Governors has approved a statement of guiding principles for honorary naming and charged the campuses to return to the Board of Governors with proposed criteria for such naming. The Chair of Faculty Council is working with the administration to develop these criteria.

MS. PENDELL'S MOTION WAS ADOPTED BY THE NECESSARY TWO-THIRDS VOTE.

H. PROPOSED REVISIONS TO THE *MANUAL*, CODE SECTION C.2.3.1.e - COLLEGES AND ACADEMIC Departments - College of Engineering - Committee on Faculty Governance

Ms. Pendell, Chair, Committee on Faculty Governance, MOVED THAT FACULTY COUNCIL ADOPT THE PROPOSED REVISIONS TO THE *MANUAL*, SECTION C.2.3.1 - COLLEGES AND ACADEMIC DEPARTMENTS TO BE EFFECTIVE UPON APPROVAL BY THE BOARD OF GOVERNORS AS FOLLOWS:

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

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:

- e. College of Engineering: Comprising the Departments of Atmospheric Science; Chemical and Biological Engineering; Civil and Environmental Engineering; Electrical and Computer Engineering; and Mechanical Engineering.

Ms. Pendell explained that the Environmental Engineering major has been moved into the Civil Engineering Department. The requested name change reflects the presence of both majors. This proposal has been reviewed and approved by the Committee on Scholarship, Research and Graduate Education and the University Curriculum Committee.

MS. PENDELL'S MOTION WAS ADOPTED BY THE NECESSARY TWO-THIRDS VOTE.

- I. Proposed Revisions to the *Manual*, Code Section C.2.3.1.f - Colleges and Academic Departments - College of Natural Resources - Committee on Faculty Governance

Ms. Pendell, Chair, Committee on Faculty Governance, MOVED, THAT FACULTY COUNCIL ADOPT THE PROPOSED REVISIONS TO THE *MANUAL*, SECTION C.2.3.1.f - COLLEGES AND ACADEMIC DEPARTMENTS - COLLEGE OF NATURAL RESOURCES TO BE EFFECTIVE UPON APPROVAL BY THE BOARD OF GOVERNORS, ON JULY 1, 2006 AS FOLLOWS:

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

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:

- f. College of Natural Resources: Comprising the Departments of ~~Fishery and Wildlife Biology~~; Fish, Wildlife, and Conservation Biology; Forest, Rangeland, and Watershed Stewardship; Geosciences; and Natural Resource Recreation and Tourism.

Ms. Pendell explained that the Department name change reflects changes that have occurred in terms of curricula, faculty, and students in terms of interest and activities that include the emerging of field of conservation biology. This proposal has been reviewed and approved by the Committee on Scholarship, Research and Graduate Education and the University Curriculum Committee.

MS. PENDELL'S MOTION WAS ADOPTED BY THE NECESSARY TWO-THIRDS VOTE.

- J. Proposed Revisions to the *Manual*, Code Section C.2.5 - Evaluation of Performance of Faculty - Committee on Faculty Governance

Ms. Pendell, Chair, Committee on Faculty Governance, MOVED, THAT FACULTY COUNCIL ADOPT THE PROPOSED REVISIONS TO THE *MANUAL*, SECTION C.2.5 EVALUATION OF PERFORMANCE OF FACULTY TO BE EFFECTIVE UPON APPROVAL BY THE BOARD OF GOVERNORS AS FOLLOWS:

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

C.2 The Code of Colorado State University

C.2.5 Evaluation of Performance of Faculty *(Last revised May 5, 1999)*

- a. Each department code shall include procedures for conducting ~~annual and periodic comprehensive~~ performance reviews of ~~the performance of~~ faculty members as required in Section E.14.
- b. The evaluation of faculty shall be based on qualitative and quantitative assessments of the faculty member's fulfillment of responsibilities to the University during the period of evaluation. This evaluation shall be based upon criteria for teaching and advising, research and other creative activity, and service and/or outreach enunciated in departmental codes. Although there are some reasonable expectations for performance that cut across disciplines, performance criteria may vary ~~across~~ among disciplines within the University according to the mission of the department and standards for the field. Assessment of the quality of faculty performance requires careful and critical review, necessarily involving judgments, and should never be reduced to purely quantitative measures.
- c. If the faculty member has significant duties outside of his or her home department (e.g., a joint appointment with another department or significant service at the college or university level), then a written performance evaluation shall be requested from the supervisor for each of these duties. These external evaluations shall be taken into consideration for the performance review and when making decisions involving tenure, promotion, and merit salary increases.
- ~~cd.~~ The department head shall hold an annual conference with each member of the departmental faculty as part of the evaluation. The faculty member shall be fully advised concerning the methods and criteria used in the evaluation, the results of the evaluation, and how the results will be utilized.
- ~~ce.~~ The evaluation shall be in writing. The faculty member shall be given the opportunity to append written comments to the evaluation. The evaluation shall be signed by the department head and by the faculty member, and the faculty member shall receive a copy of the evaluation.
- ~~cf.~~ Grievances between a faculty member and the department head that may arise from evaluation of performance or other personnel matters shall be acted upon in accordance with Section K.
- ~~cg.~~ Each department head shall develop procedures to solicit formal input from the tenured faculty (or their duly elected committee) as the annual evaluation of non-tenured faculty members is prepared and prior to making recommendations for contract renewals.

Ms. Pendell explained that many faculty members have duties which fall outside of their home departments, and their performance reviews should include formal input from their supervisors for these external duties.

MS. PENDELL'S MOTION WAS ADOPTED BY THE NECESSARY TWO-THIRDS VOTE.

K. Proposed Revisions to the *Manual*, Section D.2.1 - Benefits Committee - 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 D.2.1 - BENEFITS COMMITTEE, 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~~.

D.2.1 Benefits Committee*(last revised February 6, 2001)*

The Benefits Committee advises the University administration regarding benefit programs for academic faculty and administrative professionals. The Benefits Committee consists of four tenured academic faculty, four administrative professionals, and a retired academic faculty member or administrative professional. At least one representative of the academic faculty and one representative of the administrative professionals shall be elected each year. Each representative on the Benefits Committee shall serve a three year term. The retired academic faculty or administrative professional shall serve a three-year term and shall be appointed by the Provost, based on nominations from retirees. Academic faculty members shall be nominated by the Faculty Council Committee on Faculty Governance who shall provide nominees for election by the Faculty Council. Administrative professionals shall be elected by the Administrative Professional Council. Terms of office shall begin on July 1. The Chair of the Benefits Committee shall present an annual report to Faculty Council and the Administrative Professional Council.

Mr. Eykholt explained that academic faculty members serving on the Benefits Committee should be tenured in order to ensure an appropriate degree of experience and independence. In addition, they would have the protection of tenure.

Ms. Kari Anderson identified herself as a tenure track faculty member currently serving on the Benefits Committee. She noted that younger non tenured faculty members have made important contributions to the University benefits program. She added that if this amendment was adopted, it could cause unintentional negative consequences. Mr. David Gilkey asked if a non-tenure track faculty member has served on the Benefits Committee. It was noted that the Benefits Committee is a University Committee and faculty and administrative professionals serve. Mr. Kenneth Allen identified himself as a member of the Benefits Committee and reported that when the Benefits Committee reviewed this proposal it was unanimously against the proposal because benefits affect everyone - not just tenured faculty members. Mr. Frank Johnson, Co-Chair Benefits Committee, noted that the committee's rationale that you need to be tenured to be protected is not an issue on this committee. He added that benefits cover an entire life cycle for most employees and representation is needed from employees in all stages of life. Service should not be limited on basis of age, time of service or other limitations. Ms. Makela noted that if this amendment were adopted it would narrow the pool of eligible faculty and would be against the University's view on diversity.

MR. EYKHOLT'S MOTION WAS **NOT** ADOPTED.

L. Proposed Revisions to the 2004-06 General Catalog - Retroactive Withdrawals Policy (Page 49) - Committee

on Scholastic Standards

Mr. Jones announced that this item has been withdrawn from the agenda by the Committee on Scholastic Standards.

CURRENT ISSUES TOPIC

- A. "INTEGRATING THE gtPATHWAYS CURRICULUM INTO THE ALL UNIVERSITY CORE CURRICULUM (AUCC)" - MR. ALAN LAMBORN, VICE PROVOST FOR UNDERGRADUATE STUDIES AND MS. CAROLE MAKELA, CHAIR, UNIVERSITY CURRICULUM COMMITTEE.

Mr. Jones introduced Mr. Alan Lamborn, Vice Provost for Undergraduate Studies and Ms. Carole Makela, Chair, University Curriculum Committee to present a current issues topic entitled, "integrating the gtPathways Curriculum into the All University Core Curriculum (AUCC)."

Mr. Lamborn explained that gtPathways pertains to the curriculum categories and number of credits in each category for guaranteed transfer (gt) between higher education institutions in Colorado. Mr. Lamborn explained that about six years ago, two bills were passed by the legislature which required the Colorado Commission on Higher Education to work with higher education institutions within the state to ensure that students who transferred from one institution to another would be guaranteed that certain credits would be approved for transfer and would count in the core curriculum requirements of the receiving institution. In addition, the 60/60 transfer policy was implemented. The 60/60 policy identified courses which students could complete at a two year institution that would transfer to a four year institution and allow the student to graduate after successfully completing an additional 60 credit hours. Mr. Lamborn explained that, when the College Opportunity Fund (COF) was adopted, this authorized the Colorado Commission on Higher Education to create performance contracts. Since Colorado State University must comply with our performance contract, we must comply with the new gtPathways Curriculum as specified by the Colorado Commission on Higher Education.

Mr. Lamborn reported that the following is the structure of the gtPathways Curriculum to be effective Fall 2006. He noted that this was passed by the Colorado Commission on Higher Education in June 2005 with clarifying amendments passed by the GE-25 Committee September 12, 2005; Academic Council September 13, 2005 and final approval by the GE-25 Committee on November 14, 2005.

Structure of GT-Pathways Curriculum

Credits

Categories

6

Communication

Introductory Writing (GT-CO1)
Intermediate Writing (GT-CO2)

3

Mathematics

15

Arts and Humanities, History, & Social and Behavioral Sciences

Arts and Humanities – Two courses (minimum 3 credits each)
Arts and Expression (GT-AH1)
Literature and Humanities (GT-AH2)
Ways of Thinking (GT-AH3)
Foreign Languages (intermediate) (GT-AH4)
History – One course (minimum 3 credits) (GT-HI1)

Social and Behavioral Sciences – One course (minimum 3 credits)
Economic or Political Systems (GT-SS1)
Geography (GT-SS2)
Human Behavior, Culture, or Social Frameworks (GT-SS3)

If necessary to reach a minimum of 15 credits, select 1 additional course (minimum 3 credits) in Arts and Humanities, History, or Social and Behavioral Sciences.

- 7 **Natural and Physical Sciences**
 With Laboratory (GT-SC1)
 Without Laboratory (GT-SC2)

Mr. Lamborn noted that the following is the Colorado State University System Performance Contract deadlines:

**CSUS Performance Contract Deadlines
involving the AUCC and gtPathways Curriculum**

1. The Board of Governors must be able to show by January 1, 2007 that AUCC “satisfies the competencies, expectations, and credit hour guidelines of GT Pathways” for all first-year students who will enter in Fall 2007.
2. All courses in AUCC that are being used to fulfill gtPathways must be submitted to statewide faculty review committees for approval and inclusion in gtPathways by July 1, 2007. Courses for AUCC categories that are not being used to fulfill gtPathways do *not* need to be submitted.
3. Beginning July 1, 2007 “all course catalogs and academic transcripts shall clearly designate lower division core courses eligible for statewide guaranteed transfer” and “all course catalogs and related materials shall clearly designate lower division general education core courses that are not eligible.”

Mr. Lamborn explained that the following are the issues involving compatibility of the All University Core Curriculum and the gtPathways that will require action by Faculty Council.

Issues involving Compatibility of AUCC and gtPathways

1. The AUCC requires 3 credits of Written Communication and the gtPathways curriculum requires 6 credits: one 3-credit introductory writing course and one 3-credit intermediate composition course. (COCC150 is regarded as intermediate.)
2. The gtPathways curriculum requires 15 credits in the combined categories of Arts & Humanities and Social & Behavioral Sciences. AUCC only requires 12 because of the ability to double count U.S. Public Values and Institutions.
3. The gtPathways curriculum requires a minimum of 6 credits in the Arts and Humanities. The AUCC requires only 3.
4. If the changes made in the AUCC to accommodate the gtPathways Curriculum raise the number of minimum credits in the AUCC above the current 33, majors that need the double counting of U.S. Public Values and Institutions to stay within the 120 credit ceiling (or an approved higher level) will need to alter their curriculum to reduce the number of credits required or submit a request to the CCHE for an exemption.
5. The gtPathways curriculum treats history as a subcategory of the Social and Behavioral Sciences.

6. The gtPathways requires that all included A&H and Social & Behavioral Science courses promote competencies in written communication. Operationally, the review committees have required graded papers or a mix of graded papers and essay exams counting toward a minimum of 25% of the final course grade to meet this competency criterion.
7. The gtPathways Curriculum places “Ways of thinking . . . including logic” under humanities. PLCC110 (Logic and Critical Thinking) and SPCC207 (Rhetoric and Argumentation) are currently under AUCC category 2.B. – Logic and Critical Thinking – not under Humanities.
8. The gtPathways Curriculum places 2nd year foreign languages under Humanities. The AUCC places it under category 2.A.3 – Additional Communication (second language).

Mr. Lamborn explained that the following is a draft proposal from the University Curriculum Committee for placing the 31-Credit gtPathways Curriculum within the All University Core Curriculum.

A Starting Point for Placing the 31-Credit gtPathways
Curriculum Within the AUCC
(Note: Other Categories Can Be Added)

1. Basic Competencies
 - A. Written Communication (3 credits)
 - B. Mathematics (3 credits)
2. Additional Communication (3 credits)
 - A. Oral CommunicationOR
 - B. Advanced Writing

(Note: Second language option under Additional Communication deleted and courses moved to Humanities)
3. Foundations and Perspectives
 - A. Biological/Physical Sciences (7 credits)
 - B. Arts and Humanities (6 credits)
 - C. Social/Behavioral Sciences (3 credits)
 - D. Historical Perspectives (3 credits)
 - E. Global and Cultural Awareness (3 credits)
(Must be either Arts and Humanities or Social/Behavioral Sciences)
4. Depth and Integration (as is - not affected by gtPathways)

Ms. Makela added that the University Curriculum Committee’s underlying premises was to not complicate advising (minimize double counting), minimize the administrative burden, and to preserve some flexibility

regarding logical and critical thinking.

Two concerns were raised for the University Curriculum Committee to consider: 1) Elimination of Health and Wellness and 2) Logical and Critical Thinking (Statistics).

Mr. Jones asked that other questions/concerns be forwarded to the college representatives serving on the University Curriculum Committee.

THE MEETING WAS ADJOURNED AT 6:00 P.M.

Robert L. Jones, Chair
Kenneth Klopfenstein, Vice Chair
Diane L. Maybon, Recording Secretary

ATTENDANCE
BOLD INDICATES PRESENT AT MEETING
UNDERLINE INDICATES ABSENT AT MEETING

Agricultural Sciences

**Stephen Davies (Substitute for
Jerry Eckert), Excused**

TBA

Louis Bjostad

Harrison Hughes

Greg Butters

Dana Hoag

Steve Newman

Phil Westra

Agricultural and Resource Economics

Animal Sciences

Bioagricultural Sciences & Pest Management

Horticulture & Landscape Architecture

Soil and Crop Sciences

College-at-Large

College-at-Large

College-at-Large

Applied Human Sciences

Molly Eckman

Robert W. Gotshall

David A. Sampson

**Alicia Cook (Substitute for
David Macphee)**

Michael Nobe

David Greene

William Timpson

Mona Schatz

Design and Merchandising

Health and Exercise Science

Food Science and Human Nutrition

Human Development and Family Studies

Construction Management

Occupational Therapy

School of Education

School of Social Work

Business

William Mister

Dan Turk

Timothy Gallagher

Ray Hogler

Joe Cannon

Accounting

Computer Information Systems

Finance and Real Estate

Management

Marketing

Engineering

Chris Kummerow

TBD

Ramchand Oad

S. Reising for H. J. Siegel

Azer Yalin

TBA

Darrell Fontane

Atmospheric Science

Chemical Engineering

Civil Engineering

Electrical and Computer Engineering

Mechanical Engineering

College-at-Large

College-at-Large

Liberal Arts

Lynn Kwiatkowski

Patricia Coronel

Steven J. Shulman

Pam Coke

Michael Abeyta

Jared Orsi

Jamie Switzer

William Davis

Michael Losonsky

Liberal Arts - Continued

Anthropology

Art

Economics

English

Foreign Languages and Literatures

History

Journalism and Technical Communication

Music, Theater, and Dance

Philosophy

Brad MacDonald	Political Science
Evan Vlachos	Sociology
Kari Anderson (Substitute Eric Aoki Sabbatical Fall 2005)	Speech Communication
Elissa Braunstein (Replace A. Bernasek 2005-06)	College-at-Large
Kyle Saunders (Replace Jane Kneller)	College-at-Large
Donna Rouner	College-at-Large

Natural Resources

Gary White	Fishery and Wildlife Biology
<u>Douglas Rideout</u>	<u>Forest, Rangeland, and Watershed Stewardship</u>
John Ridley (Replace Sally Sutton Sabbatical 2005)	Geosciences
<u>Maureen Donnelly</u>	<u>Natural Resource Recreation and Tourism</u>
Pat Pellicane	College-at-Large

Natural Sciences

<u>Paul Laybourn</u> for Jennifer Nyborg	<u>Biochemistry and Molecular Biology</u>
<u>Bruce Wunder</u>	<u>Biology</u>
George Barisas	Chemistry
Dale H. Grit	Computer Science
Ken Allen for Robert Liebler (Replace K. Klopfenstein 05-06)	Mathematics
Raymond (Steve) Robinson	Physics
<u>Peter Chen</u>	<u>Psychology</u>
Phillip Lee Chapman	Statistics
Stephen Stack	College-at-Large
Nancy Levinger	College-at-Large
Richard Eykholt	College-at-Large
Zinta Byrne	College-at-Large

Veterinary Medicine and Biomedical Sciences

George Seidel	Biomedical Sciences
<u>Chris Orton</u>	<u>Clinical Sciences</u>
David Gilkey for John Reif	Environmental and Radiological Health Sciences
<u>Julie Inamine</u>	<u>Microbiology, Immunology and Pathology</u>
Gerald Callahan	College-at-Large
Tony Knight	College-at-Large
John Zimbrick	College-at-Large
Sue Vandewoude	College-at-Large
T. Johnson for Joel Bedford	College-at-Large

University Libraries

Michelle Wilde	Libraries
Lou E. Anderson	At-Large
Alea Henle	At-Large

Ex Officio Voting Members

Sue Pendell	Chair - Committee on Faculty Governance
<u>Harvey Cutler</u>	<u>Chair - Committee on Intercollegiate Athletics</u>
<u>Katharine Leigh</u>	<u>Chair - Committee on Libraries</u>
Richard Eykholt	Chair* - Committee on Responsibilities and Standing of Academic Faculty
Kathy Partin	Chair - Committee on Scholarship Research and Graduate Education
Boris Kondratieff	Chair - Committee on Scholastic Standards
F. C. "Ted" Weston	Chair* - Committee on Strategic and Financial Planning
<u>Michael Palmquist</u>	<u>Chair - Committee on Teaching and Learning</u>
<u>Jeff Collett</u>	<u>Chair - Committee on University Programs</u>
Carole Makela	Chair - University Curriculum Committee

*Indicates Elected Member of Faculty Council

Officers of Faculty Council

Robert L. Jones	Chair, Faculty Council
Kenneth Klopfenstein	Vice Chair, Faculty Council
F. C. "Ted" Weston	BOG Representative
C. W. Miller	Immediate Past Chair, Faculty Council

Ex-Officio Non-Elected Non-Voting Members

Larry Edward Penley, Excused	President
Anthony Frank	Provost/Senior Vice President
<u>Hank Gardner</u>	<u>Interim Vice President for Research</u>
<u>Linda Kuk</u>	<u>Vice President for Student Affairs</u>
<u>Marc Johnson</u>	<u>Dean, College of Agricultural Sciences</u>
<u>April Mason</u>	<u>Dean, College of Applied Human Sciences</u>
Ann Gill	Interim Dean, College of Liberal Arts
<u>Ajay Menon</u>	<u>Dean, College of Business</u>
<u>Sandra Woods</u>	<u>Interim Dean, College of Engineering</u>
<u>Joyce Berry</u>	<u>Dean, College of Natural Resources</u>
Rick Miranda	Dean, College of Natural Sciences
<u>Lance Perryman</u>	<u>Dean, College of Veterinary Medicine and Biomedical Sciences</u>
<u>Catherine Murray-Rust</u>	<u>Dean, University Libraries</u>
Peter Dorhout, Excused	Vice Provost for Graduate Education and Assistant Vice President for Research
Tom Gorell	Vice Provost for Faculty Affairs
Alan Lamborn	Vice Provost for Undergraduate Studies