

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
MARCH 4, 2008**

CALL TO ORDER

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

ANNOUNCEMENTS

- A. Next Faculty Council Meeting - April 1, 2008 - A205 Clark Building - 4:15 p.m.

Jones announced that the next Faculty Council meeting will be held on Tuesday, April 1, 2008 in Room A205 Clark Building.

- B. Administration/Faculty Dialogue - April 1, 2008 - 3:45 to 4:15 p.m.

Jones announced that the Administration/Faculty Council Dialogue for the April 1, 2008 Faculty Council meeting will be presented by Tony Frank, Provost and Senior Executive Vice President, not by President Penley as stated in the agenda materials.

- C. Faculty Council Current Issues Topic - April 1, 2008

Jones announced that the Current Issues Topic for the April 1, 2008 Faculty Council meeting will be announced at a later date.

- D. Election - Faculty Council Standing Committee Representatives - April 1, 2008 - Committee on Faculty Governance

- E. Election - Grievance Panel Members - April 1, 2008 - Committee on Faculty Governance

- F. Election - Sexual Harassment Panel Members - April 1, 2008 - Committee on Faculty Governance

- G. Election - Discipline Panel Members - April 1, 2008 - Committee on Faculty Governance

- H. Proposed Revision to the *Manual*, Code Section C.2.3.1 - Colleges and Academic Departments - Name Change - Department of Speech Communication - Committee on Faculty Governance

- I. Proposed Revision to the *Manual*, Code Section C.2.1.9.3 - Membership and Organization - Committee on Faculty Governance

- J. Proposed Revision to the *Manual*, Code Section C.2.1.9.4 - Election to Membership and term of Service - Committee on Faculty Governance

Victor Baez, Chair Committee on Faculty Governance, announced the following elections and *Manual* - Code Revisions for action at the April 1, 2008 Faculty Council meeting:

Faculty Council Standing Committee Representatives
Grievance Panel Members
Sexual Harassment Panel Members
Discipline Panel Members
Section C.2.3.1 - Colleges and Academic Departments
Section C.2.1.9.3 - Membership and Organization
Section C.2.1.9.4 - Election to Membership and Term of Service

MINUTES TO BE APPROVED

A. Faculty Council Meeting Minutes - February 5, 2008

Paul Kugrens moved to approve the Faculty Council Meeting Minutes of February 5, 2008.

Kugrens' motion was adopted by unanimous consent.

REPORTS TO BE RECEIVED

A. Report from Provost and Senior Executive Vice President - Tony Frank

Tony Frank presented information regarding the budget for FY2008-09. He emphasized that the budget planning cannot proceed until the revenue numbers firm up. He noted that planning is based upon an eight (8) percent increase from the State. He thanked ASCSU for its lobbying efforts to increase monies from the State to higher education.

He outlined the Governor's proposal:

9% tuition increase for residents (undergraduate and graduate)
No limit on non-residents (9% used for planning)
\$4.5 million of the increase in tuition must be applied to Pell money for financial aid
differential tuition - not defined at this time

non-tuition increases \$11 million
increased enrollment \$10 million (\$2.5 million invested for recruitment of new students)
tuition generates \$13 million

Total \$34 million

mandatory costs \$28 million (5% faculty raises)
non-mandatory costs \$13-\$17 million

Total proposed costs - \$45 million

Frank noted that this is short, but \$6 million over mandatory costs (with conservative estimate of revenues). He added that this is a better situation than most years. He added that figure setting by the Joint Budget Committee is due March 6. The Board of Governors will approve the budget at its June 2008 meeting.

Frank noted that possible additional expenses to the budget could include:

increased home health care
increase retirement plans
increase medical coverage levels

Dan Palmer, ASCSU Director of Academics asked about increases for graduate student stipends and benefits. Peter Dorhout, Vice Provost for Graduate Affairs responded that the budget submitted for FY2008-09 asked for increases to stipends and the number of graduate teaching assistants. Kugrens asked what would be the percentage of increase for graduate student stipends? Dorhout responded that same percent as faculty.

Jones asked if Frank could explained the proposed salary adjustments for promotion. Frank explained that if a professor is promoted to Associate - he/she would receive a 5% raise plus the University average raise totaling 10%. If a professor is promoted to full Professor - he/she would receive a 10% raise plus the University average raise totaling 15%. Sue Pendell asked if this has been discussed in the Faculty Council Committee on Strategic and Financial Planning. Frank responded that it has been through that committee.

Frank reported that an announcement should be forthcoming soon regarding the position of CEO for Colorado State University - Global. He also noted that initial contracts are being considered regarding work for hire and master syllabi for courses. The contracts require approved by the college, department, administration and faculty members. Faculty courses cannot be assigned against his/her will.

Frank reported that a decision regarding the position of Vice President for Administrative Services will be forthcoming in the near future.

FRANK'S REPORT WAS RECEIVED.

B. Report from Faculty Council Chair - Robert Jones

Jones reported that there is no legislation currently going forward that would affect policy issues concerning faculty. Jones reported that the Faculty Council Standing Committees are very busy this time of the year and that the upcoming Faculty Council agendas for April and May will have more action items than is usual.

JONES' REPORT WAS RECEIVED.

C. Report from Board of Governors Faculty Representative - February 5, 2008 BOG Meeting - Timothy Gallagher

Timothy Gallagher reported that since his report was written - Tom Farley and Patrick McConathy have been confirmed by the Senate and will serve full terms on the Board.

Gallagher reported that he will be attending the next Board meeting scheduled for March 5 in Denver.

GALLAGHER'S REPORT WAS RECEIVED.

CONSENT AGENDA

- A. Changes in Curriculum to be Approved as adopted by University Curriculum Committee on December 3, 2007, January 25, February 1 and 8, 2008
- B. Request to Change the Name of the M.A. Degree Program in Speech Communication - University Curriculum Committee
- C. Request to change the name of the B.A. Degree Program in Technical Journalism - University Curriculum Committee
- D. Request to change the name of the M.S. Degree Program in Technical Communication - University Curriculum Committee
- E. Request to Change the Minimum Grade Requirement for the Major in Human Development and Family Studies - University Curriculum Committee

There were no objections to the consent agenda.

Carole Makela, Chair University Curriculum Committee, MOVED THAT FACULTY COUNCIL ADOPT ALL LISTED IN THE CONSENT AGENDA.

MAKELA'S MOTION WAS ADOPTED.

SPECIAL ACTIONS

A. Election - Faculty Council Chair - Committee on Faculty Governance

Baez, Chair Committee on Faculty Governance, presented the following nomination for Faculty Council Chair:

Richard Eykholt, Department of Physics

Jones asked for nominations from the floor. Hearing no nominations, the nominations were closed.

A voice vote was taken and Richard Eykholt was elected as Chair of Faculty Council for a one-year term July 1, 2008 through June 30, 2009.

B. Election - Faculty Council Vice Chair - Committee on Faculty Governance

Baez, Chair Committee on Faculty Governance, presented the following nominations for Faculty Council Vice Chair:

Kirk Hallahan, Department of Journalism and Technical Communications
Paul Laybourn, Department of Chemistry and Molecular Biology

Jones asked for nominations from the floor. Hearing no nominations, the nominations were closed.

Jones asked each candidate to speak to the Faculty Council members.

Baez distributed the ballots. The ballots were cast, collected and counted for the position of Vice Chair of Faculty Council.

Jones announced that Paul Laybourn was elected as the Faculty Council Vice Chair for a one year term beginning July 1, 2008 through June 30, 2009.

Jones asked for unanimous consent to change the order of the agenda to continue with action items on the agenda beginning with the proposed revisions to the *Manual*, Section I.5.2 - Evening or Saturday Examinations until the election results for Vice Chair were available.

There were no objections.

C. Proposed Revisions to the *Manual*, Section I.5.2 - Evening or Saturday Examinations - Committee on Teaching and Learning

Naomi Lederer, Chair Committee on Teaching and Learning MOVED THAT FACULTY COUNCIL ADOPT THE PROPOSED REVISIONS TO THE *MANUAL*, SECTION I.5.2 - EVENING OR SATURDAY EXAMINATIONS TO BE EFFECTIVE UPON APPROVAL BY THE BOARD OF GOVERNORS AS FOLLOWS:

Additions - Underlined Deletions - ~~Strikeouts~~

Section I.5.2 Evening or Saturday Examinations

Academic departments may wish to schedule night or Saturday examinations for their courses offered during the day for a variety of reasons. Care must be taken to avoid creation of a conflict with another class or job a student may have. The following regulations apply to these night or Saturday examinations:

- a. The department head will notify the Registrar's Office on the working draft for the development of the class schedule of plans to offer examinations outside the assigned class periods. This will include the dates and time of such examinations, but only between the hours of 5:00 p.m. to ~~8:00~~ 9:00 p.m. on Tuesday or Thursday or 8:00 a.m. to 12 noon on Saturday.
- b. The instructor of the course involved will announce during the first several class meetings the planned examinations outside the assigned class periods and include such information in the printed course outlines or syllabi provided to the class. When a student has a legitimate conflict, the professor is required to come to a mutually agreeable alternative time for the exam.

The Registrar's Office will publish these examination dates in the class schedule for the term involved and thus alert students. Suitable classrooms will be assigned by the Registrar's Office.

The full policy statement on the scheduling of examinations outside of assigned class periods will be brought to the attention of all deans and department heads who are charged with the rigorous enforcement of the regulations governing the publication and announcement of such examinations.

Lederer explained that this issue was brought up by a faculty member (one among others) who has students in another class that finishes at 6:15pm on Tuesdays and Thursdays. Because of this, normally scheduled out-of-class evening examinations are not reasonably possible for these students. The faculty member agreed that a nominal extension of the evening exam hours would be a satisfactory means of fixing the situation.

Lederer noted that the Committee on Teaching and Learning concluded that extending evening examination times for one hour solves the problem.

Raymond 'Steve' Robinson, MOVED TO AMEND THE MOTION AS FOLLOWS:

- a. The department head will notify the Registrar's Office on the working draft for the development of the class schedule of plans to offer examinations outside the assigned class periods. This will include the dates and time of such examinations, but only between the hours of 5:00 p.m. to 9:00 p.m. on Tuesday, Wednesday, or Thursday or 8:00 a.m. to 12 noon on Saturday.

Alan Lamborn, Vice Provost for Undergraduate Studies asked Lederer if the Committee on Teaching and Learning considered the ramifications of adding an additional day to this policy. Lederer responded that the Committee on Teaching and Learning did not consider this issue. Palmer responded that he did not know if this would cause hardships on the students. Pendell pointed out that the policy states in the first paragraph: "Care must be taken to avoid creation of a conflict with another class or job a student may have." In addition, in the paragraph marked b. - "The instructor of the course involved will announce during the first several class meetings the planned examinations outside the assigned class periods and include such information in the printed course outlines or syllabi provided to the class."

ROBINSON'S MOTION TO AMEND WAS ADOPTED.

LEDERER'S AMENDED MAIN MOTION WAS ADOPTED.

The motion as adopted reads as follows:

Additions - Underlined Deletions - ~~Strikeouts~~

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The Registrar's Office will publish these examination dates in the class schedule for the term involved and thus alert students. Suitable classrooms will be assigned by the Registrar's Office.

The full policy statement on the scheduling of examinations outside of assigned class periods will be brought to the attention of all deans and department heads who are charged with the rigorous enforcement of the regulations governing the publication and announcement of such examinations.

Jones resumed the agenda with the election for the Faculty Council Board of Governors Faculty Representative.

D. Election - Faculty Council Board of Governors Faculty Representative - Committee on Faculty Governance

Baez, Chair Committee on Faculty Governance, presented the following nomination for Faculty Council Board of Governors Faculty Representative:

Timothy Gallagher, Department of Finance and Real Estate

Jones asked for nominations from the floor. Hearing no nominations, the nominations were closed.

A voice vote was taken and Timothy Gallagher was elected as the Faculty Representative to the Board of Governors for a one-year term July 1, 2007 through June 30, 2008.

E. Proposed Revision to the *Graduate Bulletin* - Graduate Study Abroad (Page 40) - Committee on Scholarship, Research and Graduate Education

Robert Gotshall, Chair Committee on Scholarship, Research, and Graduate Education, MOVED THAT FACULTY COUNCIL ADOPT THE PROPOSED REVISIONS TO THE *GRADUATE BULLETIN* - GRADUATE STUDY ABROAD (PAGE 40) TO BECOME EFFECTIVE IMMEDIATELY AS FOLLOWS:

Additions - Underlined - Deletions ~~Over~~scored

UNIVERSITY WIDE PROGRAMS (*Graduate and Professional Bulletin*)

INTERNATIONAL PROGRAMS

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INTERNATIONAL TRAINING

Colorado State University can potentially offer a variety of short courses in selected disciplines. In general, the clientele of these courses are foreign nationals who need focused instruction in specific areas. Although these courses are not planned as part of degree programs, credit may be available. For referral, please contact the Office of International Programs (970) 491-5917. Both short-term and non-degree training programs are offered through the International School for Natural Resources (ISNR) (970) 491-5443, the International School for Water Resources (ISWR) (970) 491-5247, and the Colorado Institute for Irrigation Management (CIIM) (970) 491-5247. Long-term training programs may involve up to one year of residence.

GRADUATE SCHOOL STUDY ABROAD

Colorado State University encourages students to engage in an international arena to allow them to broaden their knowledge of international affairs and to deepen their understanding of other cultures. The International Education unit of the Office of International Programs manages Colorado State University's graduate study abroad and graduate research abroad. Further information on procedures for graduate study abroad and graduate research abroad may be accessed at <http://www.international.colostate.edu/>. Graduate students must meet the minimum credit requirements of courses taken at Colorado State University. Please refer to degree requirements in the Graduate and Professional Bulletin and the GS form.

Gotshall explained that the addition of a new paragraph on page 40 of the Graduate and Professional Bulletin is for informational purposes to encourage study abroad for graduate students and to direct the interested students and faculty members to the proper office.

Kugrens asked that Gotshall clarify the sentence "Graduate students must meet the minimum credit requirements of courses taken at Colorado State University." Gotshall responded that it was a reminder to faculty and graduate students. Peter Dorhout, Vice Provost for Graduate Affairs explained that typically graduate students are asked if courses taken on study abroad are transferable before they leave to make sure courses taken can transfer to their programs of study. Robinson pointed out that "transfer of credits" is not mentioned in this sentence. Ken Klopfenstein also questioned why this sentence was needed in this paragraph. It was also pointed out that the last sentence should have a direct link to the appropriate section of the bulletin, because the on-line version of the bulletin is not user friendly.

Cindy Christen MOVED TO REFER THIS PROPOSAL BACK TO THE COMMITTEE ON SCHOLARSHIP, RESEARCH, AND GRADUATE EDUCATION, TO CLARIFY THE LANGUAGE IN THE PROPOSAL.

CHRISTEN'S MOTION TO REFER BACK TO THE COMMITTEE WAS ADOPTED.

The Faculty Council meeting adjourned at 5:05 p.m.

Robert L. Jones, Chair
Richard Eykholt, Vice Chair
Diane L. Maybon, Secretary

ATTENDANCE
BOLD INDICATES PRESENT AT MEETING
UNDERLINE INDICATES ABSENT AT MEETING

Agricultural Sciences

Stephen Koontz
John Scanga
C. Brown for John McKay
Harrison Hughes
Greg Butters
Dennis Lamm
Louis Bjostad

Agricultural and Resource Economics

Animal Sciences
Bioagricultural Sciences & Pest Management
Horticulture & Landscape Architecture
Soil and Crop Sciences
College-at-Large
College-at-Large

Applied Human Sciences

Molly Eckmann
Robert W. Gotshall
David Sampson
Thao Le
Mary Nobe
David Greene
Cliff Harbour
Victor Baez

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
Patricia Ryan
Jackie Hartman
Joe Cannon

Accounting

Computer Information Systems
Finance and Real Estate
Management
Marketing

Engineering

Chris Kummerow
David Dandy
Tom Sanders
Steve Reising
Azer Yalin
Paul Heyliger
James Warner

Atmospheric Science

Chemical Engineering
Civil and Environmental Engineering
Electrical and Computer Engineering
Mechanical Engineering
College-at-Large
College-at-Large

Liberal Arts

Lynn Kwiatkowski
Patricia Coronel
Elissa Braunstein
Carol Cantrell
Frederique Marie Andree Grim
Jared Orsi
Cindy Christen
Joel Bacon
Michael McCulloch
Bradley MacDonald
Evan Vlachos
Karrin Anderson
Sue Pendell
Eric Aoki (To Be Replaced)
Phil Cafaro

Anthropology

Art
Economics
English
Foreign Languages and Literatures
History
Journalism and Technical Communication
Music, Theater, and Dance
Philosophy
Political Science
Sociology
Speech Communication
College-at-Large
College-at-Large
College-at-Large

Natural Resources

Barry Noon
S. Fassnacht for Mark Paschke
John Ridley
Maureen Donnelly

Fish, Wildlife and Conservation Biology

Forest, Rangeland, and Watershed Stewardship
Geosciences
Human Dimensions of Natural Resources

Natural Sciences

Paul Laybourn
David Steingraeber
George Barisas
Dale H. Grit
Kenneth Klopfenstein
Raymond 'Steve' Robinson
Patricia Aloise-Young
Phil Chapman
Stephen Stack
Zinta Byrne
Paul Kugrens

Biochemistry and Molecular Biology
Biology
Chemistry
Computer Science
Mathematics
Physics
Psychology
Statistics
College-at-Large
College-at-Large
College-at-Large

Veterinary Medicine and Biomedical Sciences

James Madl
Juliet Gionfriddo
John Reif
Ramesh Akkina
D. Gilkey for John Zimbrick
Sue Vandewoude
C. W. Miller
Julia Inamine
Paul Morley
Jeffrey Wilusz

Biomedical Sciences
Clinical Sciences
Environmental and Radiological Health Sciences
Microbiology, Immunology and Pathology
College-at-Large
College-at-Large
College-at-Large
College-at-Large
College-at-Large
College-at-Large

University Libraries

Michelle Wilde
Louise Feldmann

Libraries
At-Large

Ex Officio Voting Members (*Indicates Elected Member of Faculty Council)

Victor Baez*
Sue LaRue
Laurence Johnson
Steve Newman
Robert Gotshall*
Dan Turk*
David Dandy*
Naomi Lederer
Frank Peairs
Carole Makela

Chair - Committee on Faculty Governance
Chair - Committee on Intercollegiate Athletics
Chair - Committee on Libraries
Chair - Committee on Responsibilities and Standing of Academic Faculty
Chair - Committee on Scholarship Research and Graduate Education
Chair - Committee on Scholastic Standards
Chair - Committee on Strategic and Financial Planning
Chair - Committee on Teaching and Learning
Chair - Committee on University Programs
Chair - University Curriculum Committee

Officers of Faculty Council

Robert L. Jones
Richard Eykholt
Timothy Gallagher
Diane Maybon
Kirk Hallahan

Chair
Vice Chair
Board of Governors Faculty Representative
Secretary
Parliamentarian

Ex-Officio Non-Elected Non-Voting Members

Larry Edward Penley, Excused
Anthony Frank
Robin Brown
Bill Farland
Blanche M. Hughes
Tom Gorell, Excused
Peter Dorhout
Lou Swanson
Alan Lamborn
Marc Johnson
April Mason
Ann Gill

President
Provost/Senior Vice President
Vice President for Enrollment and Access
Vice President for Research
Vice President for Student Affairs
Vice Provost for Faculty Affairs
Vice Provost for Graduate Affairs
Vice Provost for Outreach and Strategic Partnerships
Vice Provost for Undergraduate Affairs
Dean, College of Agricultural Sciences
Dean, College of Applied Human Sciences
Dean, College of Liberal Arts

Ex-Officio Non-Elected Non-Voting Members (continued)

Ajay Menon

Sandra Woods

Rick Miranda

Lance Perryman

Catherine Murray-Rust

Joseph O'Leary

Dean, College of Business

Dean, College of Engineering

Dean, College of Natural Sciences

Dean, College of Veterinary Medicine and Biomedical Sciences

Dean, University Libraries

Dean, Warner College of Natural Resources