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 overscored.

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 explain 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 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

**Section 1.5.2 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 9:00 p.m. on Tuesday, Wednesday, or Thursday or 8:00 a.m. to 12 noon on Saturday.

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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 Overscored

**UNIVERSITY WIDE PROGRAMS** (*Graduate and Professional Bulletin*)

**INTERNATIONAL PROGRAMS**

**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/](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

## Animal Sciences
- Animal Sciences

## Bioagricultural Sciences & Pest Management
- John McKay

## Horticulture & Landscape Architecture
- Harrison Hughes

## Soil and Crop Sciences
- Greg Butters

## College-at-Large
- Dennis Lamm
- Louis Bjostad

## Applied Human Sciences
- Molly Eckmann
- Robert W. Gotshall
- David Sampson
- Thao Le
- Mary Nobe
- David Greene
- Cliff Harbour
- Victor Baez

## Design and Merchandising
- Molly Eckmann

## Health and Exercise Science
- Robert W. Gotshall

## Food Science and Human Nutrition
- David Sampson

## Human Development and Family Studies
- Thao Le

## Construction Management
- Mary Nobe

## Occupational Therapy
- David Greene

## School of Education
- Cliff Harbour

## School of Social Work
- Victor Baez

## Accounting
- William Mister

## Computer Information Systems
- Dan Turk

## Finance and Real Estate
- Patricia Ryan

## Management
- Jackie Hartman

## Marketing
- Joe Cannon

## Atmospheric Science
- Chris Kummerow

## Chemical Engineering
- David Dandy

## Civil and Environmental Engineering
- Tom Sanders

## Electrical and Computer Engineering
- Steve Reising

## Mechanical Engineering
- Azer Yalin

## College-at-Large
- Paul Heyliger
- James Warner

## Anthropology
- Lynn Kwiatkowski

## Art
- Patricia Coronel

## Economics
- Elissa Braunstein

## English
- Carol Cantrell

## Foreign Languages and Literatures
- Frederique Marie Andree Grim

## History
- Jared Orsi

## Journalism and Technical Communication
- Cindy Christen

## Music, Theater, and Dance
- Joel Bacon

## Philosophy
- Michael McCulloch

## Political Science
- Bradley MacDonald

## Sociology
- Evan Vlachos

## Speech Communication
- Karrin Anderson

## College-at-Large
- Sue Pendell

## College-at-Large (To Be Replaced)
- Eric Aoki

## College-at-Large
- Phil Cafaro

## Fish, Wildlife and Conservation Biology
- Barry Noon

## Forest, Rangeland, and Watershed Stewardship
- S. Fassnacht for Mark Paschke

## Geosciences
- John Ridley

## Human Dimensions of Natural Resources
- Maureen Donnelly
Faculty Council Meeting Agenda
March 4, 2008 - Page 9

Natural Sciences
Paul Laybourn  Biochemistry and Molecular Biology
David Steingraeber  Biology
George Barisas  Chemistry
Dale H. Grit  Computer Science
Kenneth Klopfenstein  Mathematics
Raymond ‘Steve’ Robinson  Physics
Patricia Aloise-Young  Psychology
Phil Chapman  Statistics
Stephen Stack  College-at-Large
Zinta Byrne  College-at-Large
Paul Kugrens  College-at-Large

Veterinary Medicine and Biomedical Sciences
James Madl  Biomedical Sciences
Juliet G. Friddo  Clinical Sciences
John Reif  Environmental and Radiological Health Sciences
Ramesh Akkina  Microbiology, Immunology and Pathology
D. Gilkey for John Zimbrick  College-at-Large
Sue Vandewoude  College-at-Large
C. W. Miller  College-at-Large
Julia Inamine  College-at-Large
Paul Morley  College-at-Large
Jeffrey Wilusz  College-at-Large

University Libraries
Michelle Wilde  Libraries
Louise Feldmann  At-Large

Ex Officio Voting Members (*Indicates Elected Member of Faculty Council)
Victor Baez*  Chair - Committee on Faculty Governance
Sue LaRue  Chair - Committee on Intercollegiate Athletics
Laurence Johnson  Chair - Committee on Libraries
Steve Newman  Chair - Committee on Responsibilities and Standing of Academic Faculty
Robert Gotshall*  Chair - Committee on Scholarship Research and Graduate Education
Dan Turk*  Chair - Committee on Scholastic Standards
David Dandy*  Chair - Committee on Strategic and Financial Planning
Naomi Lederer  Chair - Committee on Teaching and Learning
Frank Peairs  Chair - Committee on University Programs
Carole Makela  Chair - University Curriculum Committee

Officers of Faculty Council
Robert L. Jones  Chair
Richard Eykholt  Vice Chair
Timothy Gallagher  Board of Governors Faculty Representative
Diane Maybon  Secretary
Kirk Hallahan  Parliamentarian

Ex-Officio Non-Elected Non-Voting Members
Larry Edward Penley, Excused  President
Anthony Frank  Provost/Senior Vice President
Robin Brown  Vice President for Enrollment and Access
Bill Farland  Vice President for Research
Blanche M. Hughes  Vice President for Student Affairs
Tom Gorell, Excused  Vice Provost for Faculty Affairs
Peter Dorhout  Vice Provost for Graduate Affairs
Lou Swanson  Vice Provost for Outreach and Strategic Partnerships
Alan Lamborn  Vice Provost for Undergraduate Affairs
Marc Johnson  Dean, College of Agricultural Sciences
April Mason  Dean, College of Applied Human Sciences
Ann Gill  Dean, College of Liberal Arts
**Ex-Officio Non-Elected Non-Voting Members (continued)**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
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<tbody>
<tr>
<td>Ajay Menon</td>
<td>Dean, College of Business</td>
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<tr>
<td>Sandra Woods</td>
<td>Dean, College of Engineering</td>
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<tr>
<td><strong>Rick Miranda</strong></td>
<td><strong>Dean, College of Natural Sciences</strong></td>
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<tr>
<td>Lance Perryman</td>
<td>Dean, College of Veterinary Medicine and Biomedical Sciences</td>
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<tr>
<td>Catherine Murray-Rust</td>
<td>Dean, University Libraries</td>
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<tr>
<td>Joseph O'Leary</td>
<td>Dean, Warner College of Natural Resources</td>
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