

To Faculty Council Members: Your critical study of these minutes is requested. If you find errors, please contact Diane Maybon, at 1-5693 or dmaybon@colostate.edu.

NOTE: Final revisions are noted in the following manner: additions underlined; deletions ~~over scored~~.

***MINUTES  
FACULTY COUNCIL***

February 2, 2010

***CALL TO ORDER***

The Faculty Council meeting was called to order at 4:00 p.m. by Richard Eykholt, Chair.

***ANNOUNCEMENTS***

- A. Next Faculty Council Meeting - March 2, 2010 - A207 Clark Building - 4:00 p.m.

Eykholt announced that the next Faculty Council meeting will be held on March 2, 2010 in Room A207 Clark Building. The meeting will begin at 4:00 p.m.

- B. Joe Blake, Chancellor, Colorado State University System - Attending March 2, 2010 Faculty Council Meeting

Eykholt announced that Joe Blake, Chancellor, Colorado State University System, has changed the date when he will visit Faculty Council to April 6, 2010 due to his schedule changing.

- C. Elections - Faculty Council Chair, Vice Chair, and Board of Governors Faculty Representative - Committee on Faculty Governance

Victor Baez, Vice Chair, Committee on Faculty Governance, announced that elections for the Faculty Council Chair, Vice Chair and Board of Governors Faculty Representative will take place at the March 2, 2010 Faculty Council meeting.

- D. Faculty Council Standing Committees Tracking List

Eykholt announced that the Faculty Council Standing Committees tracking list has been included in the agenda materials for informational purposes. He noted that this list is continually changing.

- E. Executive Committee Meeting Minutes - November 17, and December 8, 2009

Eykholt announced that copies of the Executive Committee Meeting Minutes for November 17 and December 8, 2009 have been included in the agenda materials for informational purposes.

Eykholt asked for permission to allow an announcement from the Associated Students of Colorado State University (ASCSU). There were no objections.

Dan Gearhart, President, ASCSU, introduced Ryan Morrison the new Director of Academics, ASCSU. Gearhart noted that he is involved in monitoring the House Bill 1206 regarding student voting on the Board of Governors. Morrison noted that he is involved in several student issues, one of which pertains to attendance policies for classes. ASCSU is investigating this issue to see if attendance policies could become more uniform. Gearhart noted that ASCSU is involved in issues regarding the higher education funding crisis. He explained that ASCSU along with other universities in the State will be hosting rallies to raise awareness of this issue. A rally will be held on campus February 17, 2010. Another rally will be held at the Capital on March 3, 2010. He invited faculty members to attend the rallies.

***MINUTES TO BE APPROVED***

- A. Faculty Council Meeting Minutes - December 1, 2009

Baez moved to approve the December 1, 2009 Faculty Council Meeting Minutes.

Baez's motion was adopted.

**REPORTS TO BE RECEIVED**

A. Interim Provost/Executive Vice President

Alan Lamborn, Vice Provost for Undergraduate Affairs presented information regarding four on-going searches.

Lamborn reported that the search for a permanent Provost has brought three candidates to the campus for interviews. He noted that the comment forms on the candidates are due to the search committee on Wednesday, February 3, 2010 by noon. He urged everyone who attended the interview sessions to submit a comment form.

Lamborn reported that the search for an Interim Dean for the College of Applied Human Sciences has been completed. He announced that Nancy Hartley has been appointed by the Provost as the Interim Dean for the College of Applied Human Sciences. He thanked all the candidates that were considered for this position.

Lamborn reported that the search committee for the Director of the Office of Equal Opportunity is in the process of preparing a job description and the position will be advertised soon. The deadline to submit resumes for the national search is March 1, 2010.

Lamborn also noted that an internal search for a half-time Interim Vice President for Diversity will begin shortly after Spring Break. As the search proceeds, and recognizing that it will be several months before the Interim VP will be in place, Blanche Hughes has agreed to take on the responsibilities as interim for the short term in addition to her ongoing responsibilities as VP for Student Affairs. After the budget situation improves, the position will become full-time, and a national search will be conducted.

Lamborn noted that the Version 3.0 of the FY10-11 budget will be forthcoming from the administration this month. Comments will be taken during the month of March. A final Version 4.0 of the budget will be compiled in May for presentation to the Board of Governors in June.

Lamborn reported that the "H1N1" flu website will remain in force until official notification is received from medical authorities that the "H1N1" flu is no longer a threat.

Matt Malcolm asked if a date has been set for the search for a permanent Dean for the College of Applied Human Sciences. Lamborn responded that there is no definite date set for that search.

Lamborn's report was received.

B. Faculty Council Chair

Eykholt reported that comments are invited on Version 3.0 of the budget throughout the month of March, after which it will be updated to Version 4.0 based on the feedback received in March.

Eykholt reported that comments regarding the Provost candidates can be made electronically on the web or completed by hand and delivered to the Office of the Vice President for Student Affairs. He added that the search committee will be meeting on Friday to make recommendations to the President for his consideration.

Eykholt reported that the Board of Governors had instructed the Presidents of Colorado State University and Colorado State University - Pueblo to draft weapon policies. Policies have been drafted and have been circulated for comments. Eykholt added that there are some legal restrictions but that comments should be sent. The Board of Governors will be reviewing the weapon policies at its February 23, 2010 meeting.

Eykholt reported that the Research Misconduct policy has been updated by the administration. Executive Committee has reviewed this policy and it appears that concerns have been address satisfactorily. The policy will be posted on the University website.

Eykholt reported that Ray Hogler and Steve Mumme presented a discussion item at a Fall Faculty Council meeting regarding arbitration. At that meeting, Hogler noted that Representative John Kefalas was in the process of requesting another review of this issue from the Attorney General. Kefalas instead decided to request that the Office of the Legislative Legal Services (OLLS) review labor and employment arbitration with respect to public employees. Eykholt explained that this OLLS report basically agrees with the position of Ray Hogler and not the Attorney General. However, the OLLS legal memorandum does not represent an official legal position of the Attorney General and is not binding. Eykholt added that this review does not change the ruling of the Attorney General, and, therefore, it does not change the situation regarding the possibility of

arbitration at Colorado State University. Eykholt added that the Committee on Responsibilities and Standing of Academic Faculty has decided to further review this issue. He asked that comments regarding this issue should be sent to him or to David Greene, Chair, Committee on Responsibilities and Standing of Academic Faculty.

Eykholt noted that the Faculty Council agenda for March 2, 2010 may contain conflicting motions from different standing committees on the same issues. In addition, there may be motions that are accompanied by recommendations for amendments. This is due to the fact that there are some differences of opinion between committees.

Eykholt's report was received.

C. Board of Governors Faculty Representative

Dan Turk noted that his written report can be found on pages 20-22 of the February 2, 2010 Faculty Council agenda materials. In addition Turk presented information regarding CSU-Global pertaining to financial issues, enrollments, and undergraduate and graduate student counts by State and City. This information will be available on the Faculty Council Board of Governors Representative website and will also be sent via email to all Faculty Council members.

Turk added that the Board of Governors is having a retreat on February 3-4, 2010. The next official Board of Governors meeting will be held on February 23-24, 2010 in Pueblo, Colorado. He asked that, if anyone had questions or information that should be relayed to the Board of Governors, to please email him.

Turk's report was received.

**CONSENT AGENDA**

- A. Changes in Curriculum to be Approved: University Curriculum Committee Minutes: November 13, 20 and December 4, 11, 2009
- B. Approval of Degree Candidates - Spring and Summer Semester 2010

Carole Makela, Chair University Curriculum Committee, moved that Faculty Council approve the Consent Agenda.

Makela's motion was adopted and the Consent Agenda was approved.

**SPECIAL ACTIONS**

- A. Proposed Revisions to the *Manual*, University Code Section C.2.1.2.b - Powers and Responsibilities - Committee on Faculty Governance

Baez, Vice Chair, Committee on Faculty Governance, moved that Faculty Council adopt the proposed revisions to the *Manual*, University Code, Section C.2.1.2.b – Powers and Responsibilities, 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~~.

**C.2.1.2 Powers and Responsibilities (*last revised January 27, 2006*)**

- b. General policies concerning academic curricula, college and departmental<sup>1</sup> organization, extension, and research activities, including long-range planning and resource allocation.

<sup>1</sup> Throughout the University Code the term "departments" shall include "~~schools.~~" the School of Education and the School of Social Work.

Baez explained that there are CIOSUs that use the name school, however, these units are not considered to be equivalent to departments.

**BAEZ'S MOTION WAS ADOPTED BY THE NECESSARY TWO-THIRDS VOTE.**

B. Proposed Revisions to the *Manual*, University Code Section C.2.1.3.2 - *Ex Officio* Members - Committee on Faculty Governance

Baez, Vice Chair, Committee on Faculty Governance, moved that Faculty Council adopt the proposed revisions to the *Manual*, University Code, Section C.2.1.3.2 – *Ex Officio* Members, 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~~.

*C.2.1.3.2 Ex Officio Members (last revised June 4, 2008)*

Persons who are not members of Faculty Council but are chairpersons of its standing committees shall be *ex officio* voting members of Faculty Council.

The immediate past Chairperson of Faculty Council shall be an *ex officio* non-voting member of the Faculty Council for one (1) year immediately following the expiration of his or her term as Chairperson of the Faculty Council.

The President of the University, the Provost, ~~the Vice President for Enrollment and Access, the Vice President for Research, the Vice President for Student Affairs, the Vice Provost for Faculty and Academic Affairs, the Vice Provost for Graduate Affairs/Assistant Vice President for Research, the Vice Provost for Outreach and Strategic Partnerships, the Vice Provost for Undergraduate Affairs, the Academic Deans, the Dean of the Libraries~~ the Vice Presidents, the Vice Provosts, the Deans of the Colleges and the Libraries, and the Chair of the Administrative Professional Council shall be seated on the Faculty Council as *ex officio* non-voting members.

Baez explained that originally, all Vice Presidents and Vice Provosts were *ex officio* non-voting members of Faculty Council. This revisions avoids having to update the Manual every time the list of such titles changes.

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

Eykholt announced that additional revisions to Section C.2.1.3.2 will be forthcoming at the March 2, 2010 Faculty Council meeting.

C. Proposed Revisions to the *Manual*, University Code Section C.2.4.2.1.i - Departmental Codes - Committee on Faculty Governance

Baez, Vice Chair, Committee on Faculty Governance, moved that Faculty Council adopt the proposed revisions to the *Manual*, University Code, Section C.2.4.2.1.i – Departmental Codes, 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~~.

*C.2.4.2.1 Departmental Codes (last revised June 22, 2006)*

The departmental code shall provide for the following:

- i. Procedures by which students may appeal academic decisions of their instructors ~~or graduate committees~~. These procedures shall comply with the guidelines approved by the Faculty Council (see Section I.7.1).

Baez explained that the procedure for appeals of academic decisions made by graduate committees are specified in the *Graduate and Professional Bulletin*.

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

D. Proposed Revisions to the *Manual*, University Code Section C.2.1.9 - The Standing Committees of Faculty Council - Committee on Faculty Governance

Eykholt announced that this special action has been postponed for action until the March 2, 2010 Faculty

- E. Council meeting.  
Proposed Revisions to the *Manual*, Preface - Committee on Responsibilities and Standing of Academic Faculty

David Greene, Chair, Committee on Responsibilities and Standing of Academic Faculty, moved that Faculty Council adopt the proposed revisions to the *Manual*, Preface, to be effective upon approval by the Board of Governors of the Colorado State University System as follows:

Additions are Underlined Deletions are ~~Overscored~~

**PREFACE** (~~last revised June 22, 2006~~)

The ~~policies and procedures outlined in the Academic Faculty and Administrative Professional Manual~~ (hereinafter referred to as "*Manual*") ~~are for your information and guidance as a contains~~ policies and procedures that apply to academic faculty members and administrative professionals employed at Colorado State University employee. Please become familiar with the policies of the institution of which you are a part and keep this *Manual* conveniently available for reference. The policies and procedures contained in this *Manual* may be amended at any time, consistent with the procedures described in the *Manual*. Academic faculty members and administrative professionals are advised to consult the Faculty Council website for the most current version approved by the Board of Governors of the Colorado State University System (hereinafter referred to as "the Board").\* If you believe that the policies and procedures outlined in this *Manual* are not being followed, you should notify the Faculty Council Office. If you are an administrative professional, you should also notify the Chair of the Administrative Professional Council.

The Board has delegated certain personnel powers to the President, and the President has further delegated certain of these personnel powers to other officers of the University (see Section B.1.4). All references in the *Manual* to the authority of the Board and/or the President shall be deemed to include such delegations. However, the Board, may, from time to time, elect to exercise any personnel power delegated to the President (and which may have been further delegated to the Provost and vice presidents.)

The current Faculty Council website address is: <http://www.facultycouncil.colostate.edu> Unless a proposed change or addition to the *Manual* is necessitated by action of the Board or the Colorado General Assembly, it must be approved by the Faculty Council prior to submission to the Board in accordance with the procedure in Section C.2.2.e of the *Manual*. Proposed changes or additions to the *Manual* sections that apply to administrative professionals must be reviewed by the Administrative Professional Council prior to action by Faculty Council.

All commitments and obligations of Colorado State University and the Board contained in this *Manual* are contingent upon the availability of state funds and are subject to Article XI, Sections 1 and 3 of the Constitution of the State of Colorado. Thus, commitment of employment beyond the current fiscal year is contingent upon sufficient appropriations of funds from the legislature. Such commitment without that contingency would be an unconstitutional pledge against the credit of the state made without spending authorization of the Colorado General Assembly. See Section E.10.8 of the *Manual* for the policy regarding Financial Exigency.

Offices of the Provost and Faculty Council  
Colorado State University  
June 2006

\*Effective August 8, 2002, the State Board of Agriculture name was changed to the Board of Governors of the Colorado State University System. All references to the State Board of Agriculture found in the *Manual* shall be deemed to refer to the Board of Governors of the Colorado State University System (referred to as "the Board").

Greene explained these revisions clarify that the policies and procedures contained in the *Manual* are more than just information and guidance.

GREENE'S MOTION WAS ADOPTED.

F. Proposed Revisions to the *Graduate and Professional Bulletin* - Transcripts “Admissions Requirements and Procedures” - Committee on Scholarship, Research, and Graduate Education

Karrin Anderson, Chair, Committee on Scholarship, Research, and Graduate Education, moved that Faculty Council adopt the proposed revisions to the *Graduate and Professional Bulletin* (pages 15, 16, and 17) - Section - Admissions Requirements and Procedures – *Application: American Citizens, Track II Admissions, and Application: International Students*, to be effective upon Faculty Council adoption as follows:

Additions - Underlined - Deletions ~~Over~~scored

APPLICATION: AMERICAN CITIZENS

Applications may be made on-line by accessing the following website:  
[www.graduateschool.colostate.edu](http://www.graduateschool.colostate.edu).

The on-line application will be electronically submitted to the Office of Admissions and then forwarded to the appropriate academic departments. In addition to the on-line application, a \$50 non-refundable application fee must be electronically submitted.

The following must be sent directly to the department in which the applicant plans to study (see Directory of Departmental and Program Contact Persons for proper address).

1. ~~Two~~ One official transcripts of all collegiate work completed. (Colorado State University transcripts are not required.) Training course transcripts from branches of the U.S. military that show credit received with neither grades nor degrees awarded are exempt from the transcript requirement.

TRACK II ADMISSIONS

Track II admissions are available only to individuals who have at least five years of appropriate professional experience following the award of a baccalaureate degree and whose undergraduate GPA is below 3.0. The on-line application will be electronically submitted to the Office of Admissions and then forwarded to the appropriate academic departments. In addition to the on-line application and the \$50 non-refundable application fee that must be submitted, the following must be sent directly to the department in which the student plans to study (refer to the addresses in the Directory for Department and Program Contact Persons).

1. ~~Two~~ One official transcripts of all collegiate work completed. (Colorado State University transcripts are not required.) Training course transcripts from branches of the U.S. military that show credit received with neither grades nor degrees awarded are exempt from the transcript requirement.

APPLICATION: INTERNATIONAL STUDENTS

Application procedures are similar to those for American students. Refer to American Citizens application information for on-line World Wide Web instructions. The following materials must be sent to the Admissions Office, Spruce Hall, Colorado State University, Fort Collins, CO 80523-1062 USA.

1. A \$50 application fee that may be submitted with the on-line application.
2. ~~An~~ One official transcript of all collegiate work completed along with a certified translation into English.

Anderson explained that requiring only one official transcript for collegiate work meets the current needs of Admissions, the Graduate School, and the departments. In addition, students will save money by not ordering additional transcripts. Military transcripts have no academic information relevant to admissions, so they are not necessary.

ANDERSON’S MOTION WAS ADOPTED.

G. Academic Calendar - Fall Semester 2014 - Summer 2016 - Executive Committee

Timothy Gallagher, Vice Chair, Executive Committee, moved that Faculty Council adopt the proposed Academic Calendar for Fall Semester 2014 through Summer Semester 2016 as follows:

**ACADEMIC CALENDAR  
FALL SEMESTER 2014 THROUGH SUMMER 2016**

**Fall Semester – 2014**

Aug. 21-22	Thursday-Friday	Orientation
Aug. 25	Monday	Classes Begin
Aug. 28	Thursday	End Drop, Special B*
Sept. 1	Monday	End Add, Special A & Special B**
Sept. 1	Monday	Holiday – University Offices Closed – No Classes
Sept. 10	Wednesday	Registration Closes – end of regular period for adding courses – last day for dropping courses without record entry, changes in grade option, and tuition and fee adjustment
Oct. 20	Monday	End Course Withdrawal (“W”) Period
Nov. 22	Saturday	Fall Recess Begins, No Classes Next Week
Nov. 27-28	Thursday-Friday	Holiday – University Offices Closed
Dec. 1	Monday	Classes Resume
Dec. 12	Friday	Last Day of Classes; University Withdrawal Deadline
Dec. 15-19	Monday-Friday	Final Examinations
Dec. 19-20	Friday-Saturday	Commencement
Dec. 23	Tuesday	Grades Due
Dec. 24-26	Wednesday-Friday	Holiday – University Offices Closed
(79 Days, Including Final Examinations)		

**Spring Semester 2015**

Jan. 1	Thursday	Holiday – University Offices Closed
Jan. 15-16	Thursday-Friday	Orientation, Advising and Registration for New Students
Jan. 19	Monday	Holiday – University Offices Closed
Jan. 20	Tuesday	Classes Begin
Jan. 25	Sunday	End Drop, Special B*
Jan. 26	Monday	End Add, Special A & Special B**
Feb. 4	Wednesday	Registration Closes – end of regular period for adding courses – last day for dropping courses without record entry, changes in grade option, and tuition and fee adjustment
Mar. 14	Saturday	Spring Break Begins – No Classes Next Week
Mar. 23	Monday	End Course Withdrawal (“W”) Period
Mar. 23	Monday	Classes Resume
May 8	Friday	Last Day of Classes; University Withdrawal Deadline
May 11-15	Monday-Friday	Final Examinations
May 15-16	Friday-Saturday	Commencement
May 19	Tuesday	Grades Due
(79 Days, Including Final Examinations)		

**Summer Session 2015**

May 18	Monday	1 <sup>st</sup> 4 Week and 12 Week Terms Begin
May 25	Monday	Holiday – University Offices Closed – No Classes
Jun. 12	Friday	1 <sup>st</sup> 4 Week Term Ends
Jun. 15	Monday	2 <sup>nd</sup> 4 Week Term and 8 Week Terms Begin
Jun. 24	Wednesday	Census
Jul. 3	Friday	Holiday – University Offices Closed – No Classes
Jul. 10	Friday	2 <sup>nd</sup> 4 Week Term Ends
Jul. 13	Monday	3 <sup>rd</sup> 4 Week Term Begins
Aug. 7	Friday	8, 12, and 3 <sup>rd</sup> 4 Week Terms End
Aug. 11	Tuesday	Grades Due

\*End Drop, Special B – Refers to course sections which may not be dropped after the fourth day of the semester.

\*\*End Add, Special A and Special B – Refers to course sections which may not be added after the fifth day of the semester.

**SUMMER WITHDRAWAL PERIOD:** Because Summer classes have different time periods, the last day a student can withdraw from a course with “W” entered on the record is 10 days into the session for a four-week course, 20 days into the session for an eight week course, and 30 days into the session for a 12 week course. If there are any questions, please consult the Registrar’s Office.

**Fall Semester – 2015**

Aug. 20-21	Thursday-Friday	Orientation
Aug. 24	Monday	Classes Begin
Aug. 27	Thursday	End Drop, Special B*
Aug. 30	Sunday	End Add, Special A & Special B**
Sept. 7	Monday	Holiday – University Offices Closed – No Classes
Sept. 9	Wednesday	Registration Closes – end of regular period for adding courses – last day for dropping courses without record entry, changes in grade option, and tuition and fee adjustment
Oct. 19	Monday	End Course Withdrawals (“W”) Period
Nov. 21	Saturday	Fall Recess Begins, No Classes Next Week
Nov. 26-27	Thursday-Friday	Holiday – University Offices Closed
Nov. 30	Monday	Classes Resume
Dec. 11	Friday	Last Day of Classes; University Withdrawal Deadline
Dec. 14-18	Monday-Friday	Final Examinations
Dec. 18-19	Friday-Saturday	Commencement
Dec. 22	Tuesday	Grades Due
Dec. 23-25	Wednesday-Friday	Holiday – University Offices Closed
(79 Days, Including Final Examinations)		

**Spring Semester 2016**

Jan. 1	Friday	Holiday – University Offices Closed
Jan. 14-15	Thursday-Friday	Orientation, Advising and Registration for New Students
Jan. 18	Monday	Holiday – University Offices Closed
Jan. 19	Tuesday	Classes Begin
Jan. 24	Sunday	End Drop, Special B*
Jan. 25	Monday	End Add, Special A & Special B**
Feb. 3	Wednesday	Registration Closes – end of regular period for adding courses – last day for dropping courses without record entry, changes in grade option, and tuition and fee adjustment
Mar. 12	Saturday	Spring Break Begins – No Classes Next Week
Mar. 21	Monday	End Course Withdrawal (“W”) Period
Mar. 21	Monday	Classes Resume
May 6	Friday	Last Day of Classes; University Withdrawal Deadline
May 9-13	Monday-Friday	Final Examinations



May 13-14	Friday-Saturday	Commencement
May 17	Tuesday	Grades Due
(79 Days, Including Final Examinations)		

**Summer Session 2016**

May 16	Monday	1 <sup>st</sup> 4 Week and 12 Week Terms Begin
May 30	Monday	Holiday – University Offices Closed – No Classes
Jun. 10	Friday	1 <sup>st</sup> 4 Week Term Ends
Jun. 13	Monday	2 <sup>nd</sup> 4 Week Term and 8 Week Terms Begin
Jun. 22	Wednesday	Census
Jul. 4	Monday	Holiday – University Offices Closed – No Classes
Jul. 8	Friday	2 <sup>nd</sup> 4 Week Term Ends
Jul. 11	Monday	3 <sup>rd</sup> 4 Week Term Begins
Aug. 5	Friday	8, 12, and 3 <sup>rd</sup> 4 Week Terms End
Aug. 9	Tuesday	Grades Due

\*End Drop, Special B – Refers to course sections which may not be dropped after the fourth day of the semester.

\*\*End Add, Special A and Special B – Refers to course sections which may not be added after the fifth day of the semester.

SUMMER WITHDRAWAL PERIOD: Because Summer classes have different time periods, the last day a student can withdraw from a course with “W” entered on the record is 10 days into the session for a four-week course, 20 days into the session for an eight-week course, 30 days into the session for a 12-week course. If there are any questions, please consult the Registrar’s Office.

GALLAGHER’S MOTION WAS ADOPTED.

***DISCUSSION***

A. Groups Offering Conflict Resolution Services

Lanai Greenhalgh, Director - Office of Ombuds and Employee Assistance Program  
Tracy Hutton, Associate Director - Human Resource Services  
Lorie Smith, Director - Training and Organizational Development  
Roselyn Cutler, Interim Director - Office of Equal Opportunity and Diversity  
Kirk Hallahan, University Grievance Officer  
Craig Chesson, Director - Conflict Resolution and Student Conduct Services

Eykholt introduced Lanai Greenhalgh, Director - Office of Ombuds and Employee Assistance Program; Tracy Hutton, Associate Director - Human Resource Services; Lorie Smith, Director - Training and Organizational Development; Roselyn Cutler, Interim Director - Office of Equal Opportunity and Diversity; Kirk Hallahan, University Grievance Officer; and Craig Chesson, Director - Conflict Resolution and Student Conduct Services.

Craig Chesson, Director - Conflict Resolution and Student Conduct Services, explained that the conflict resolution service serves as a proactive, problem-solving and non-adjudicative resource for students with conflicts, and for faculty and staff on matters involving students. The student conduct services assist faculty with issues of academic misconduct and guidance for students with disruptive or concerning behaviors. His office advocates for fair process for students. In addition his office helps student by interpreting student policies.

Lanai Greenhalgh, Director - Office of Ombuds and Employee Assistance Program, explained that her office works with employees only. All issues are kept confidential, neutral, and informal. This is an independent resource for work-related issues and conflicts. She noted that her office is not an office of notice so everything can be kept confidential and issues are protected. Greenhalgh explained that the Employee Assistance Program offers free counseling, crisis intervention, work/life resources and guidance, legal and financial planning assistance, traumatic event debriefing, and departmental support.

Tracy Hutton, Associate Director - Employee Relations Human Resource Services, explained that her office offers consulting services to employees, supervisors and managers regarding the following:

- Rule and Policy Interpretation
- Leave Coordination
- Performance Management
- Workplace Behavior Consultations
- Employee/Supervisor Communications
- Reasonable Accommodations
- Training and Custom Presentations

Hutton noted that her office is an office of notice so not everything can be kept confidential. She added that her office assists State Classified Employees with grievance procedures.

Peter Dorhout asked if this office oversees Veteran issues. She responded that the Student Affairs office would be in charge of Veteran issues.

Lorie Smith, Director - Training and Organizational Development, explained that her office provides conflict resolution skills and communication training with departments and groups. Unit specific training is provided as requested. In addition, the office provides ongoing training for personal and professional development. Smith added that almost all of the training is free and approximately 50 courses are offered. She noted that a catalog is published every semester listing courses offered - the catalog is also online. Most courses are four hours or less and cover organizational development, consultation services, assistance with strategic planning, team learning, problem solving, etc.

It was asked if departments are charged for services. Smith responded, no, most services are free.

Roselyn Cutler, Interim Director - Office of Equal Opportunity and Diversity, explained that her office provides information on discrimination, sexual harassment, and consensual relationship policies and procedures. This service is provided to all employees, and students, and, in some cases, visitors to campus. Informal (no adjudication) and formal (adjudication) processes are provided. All University, State, and Federal laws must be followed. She added that some of the other resource offices must provide information to the Office of Equal Opportunity if violations are known to have occurred.

Kirk Hallahan, University Grievance Officer, explained that he focuses on recommendations, actions or decisions by supervisors or administrators that grievants believe are unfair, unreasonable, arbitrary, capricious or discriminatory. He noted that resolution can include conciliation, referral to other units, mediation, or a formal grievance hearing. Hallahan explained the policy for faculty and administrative professionals is found in Section K of the *Academic Faculty and Administrative Professional Manual*. He explained that there are separate grievance panels consisting of 21 members for faculty and administrative professionals. In addition, separate University Mediators are available for both the faculty and administrative professionals. Hallahan noted that there is a website for the University Grievance Officer.

C. W. Miller asked Cutler how many people have completed the mandatory sexual harassment survey. Cutler responded that approximately 12,000 surveys were submitted. She noted that this includes, faculty, staff, and student employees.

Eykholt thanked all the members for participating in this discussion.

The Faculty Council meeting adjourned at 5:25 p.m.

Richard Eykholt, Chair  
Tim Gallagher, Vice Chair  
Diane L. Maybon, Secretary

*ATTENDANCE*  
***BOLD INDICATES PRESENT AT MEETING***  
***UNDERLINE INDICATES ABSENT AT MEETING***

**Agricultural Sciences**

<b>Stephen Koontz</b>	<b>Agricultural and Resource Economics</b>
<b>Denny Crews</b>	<b>Animal Sciences</b>
<b>William Jacobi</b>	<b>Bioagricultural Sciences &amp; Pest Management</b>
<b>Harrison Hughes</b>	<b>Horticulture &amp; Landscape Architecture</b>
<b>Craig Butters</b>	<b>Soil and Crop Sciences</b>
<b>Dennis Lamm</b>	<b>College-at-Large</b>
<b>Louis Bjostad</b>	<b>College-at-Large</b>

**Applied Human Sciences**

<b>Ken Tremblay for Molly Eckman</b>	<b>Design and Merchandising</b>
<b>Robert Gotshall</b>	<b>Health and Exercise Science</b>
<b>David Sampson</b>	<b>Food Science and Human Nutrition</b>
<b>Christine Fruhauf</b>	<b>Human Development and Family Studies</b>
<b>Farook Hamzeh for Mary Nobe</b>	<b>Construction Management</b>
<b>Matthew Malcolm</b>	<b>Occupational Therapy</b>
<b>Carole Makela</b>	<b>School of Education</b>
<b>Kim Bundy-Fazioli</b>	<b>School of Social Work</b>

**Business**

<u>Bill Rankin</u>	<u>Accounting</u>
<u>Stephen Hayne</u>	<u>Computer Information Systems</u>
<b>Patricia Ryan</b>	<b>Finance and Real Estate</b>
<b>Jim McCambridge</b>	<b>Management</b>
<b>Dave Gilliland</b>	<b>Marketing</b>

**Engineering**

<u>Scott Denning</u>	<u>Atmospheric Science</u>
<u>Laurence Belfiore</u>	<u>Chemical and Biological Engineering</u>
<u>Ken Carlson</u>	<u>Civil and Environmental Engineering</u>
<b>Steve Reising</b>	<b>Electrical and Computer Engineering</b>
<b>Hiroshi Sakurai</b>	<b>Mechanical Engineering</b>
<u>Xianghong Qian</u>	<u>College-at-Large</u>
<b>Colette Heald</b>	<b>College-at-Large</b>

**Liberal Arts**

<u>Christopher Fisher</u>	<u>Anthropology</u>
<b>Catherine Dicesare</b>	<b>Art</b>
<u>Kirsten Broadfoot</u>	<u>Communication Studies</u>
<b>David Mushinski</b>	<b>Economics</b>
<b>Pamela Coke for Louann Reid</b>	<b>English</b>
<b>Ernesto Sagas</b>	<b>Ethnic Studies</b>
<b>Jon Carlyon</b>	<b>Foreign Languages and Literatures</b>
<b>Thaddeus Sunseri</b>	<b>History</b>
<b>Cindy Christen</b>	<b>Journalism and Technical Communication</b>
<u>Joel Bacon</u>	<u>Music, Theater, and Dance</u>
<b>Matthew MacKenzie</b>	<b>Philosophy</b>
<u>Ursula Daxecker</u>	<u>Political Science</u>
<b>Ken Berry</b>	<b>Sociology</b>
<b>Karrin Anderson</b>	<b>College-at-Large</b>
<b>Eric Aoki</b>	<b>College-at-Large</b>
<u>Phil Cafaro</u>	<u>College-at-Large</u>

### **Natural Resources**

<b>Barry Noon</b>	<b>Fish, Wildlife, and Conservation Biology</b>
<b>Mark Paschke</b>	<b>Forest, Rangeland, and Watershed Stewardship</b>
<b>Sven Egenhoff</b>	<b>Geosciences</b>
<b>Alan Bright</b>	<b>Human Dimensions of Natural Resources</b>

### **Natural Sciences**

<b>Eric Ross</b>	<b>Biochemistry and Molecular Biology</b>
<b>David Steingraeber</b>	<b>Biology</b>
<b>George Barisas</b>	<b>Chemistry</b>
<u>Dale Grit</u>	<u>Computer Science</u>
<u>Ken Klopfenstein</u>	<u>Mathematics</u>
<b>Raymond Robinson</b>	<b>Physics</b>
<u>Patricia Aloise-Young</u>	<u>Psychology</u>
<b>Phillip Chapman</b>	<b>Statistics</b>
<b>Steve Stack</b>	<b>College-at-Large</b>
<b>Elizabeth Pilon-Smits</b>	<b>College-at-Large</b>
<u>Miguel Mostafa</u>	<u>College-at-Large</u>

### **Veterinary Medicine & Biomedical Sciences**

<b>Douglas Ishii for James Madl</b>	<b>Biomedical Sciences</b>
<b>Juliet Gionfriddo</b>	<b>Clinical Sciences</b>
<b>Howard Ramsdell</b>	<b>Environmental &amp; Radiological Health Sciences</b>
<b>Robert Jones</b>	<b>Microbiology, Immunology and Pathology</b>
<b>Hana VanCampen</b>	<b>College-at-Large</b>
<b>Gerry Callahan</b>	<b>College-at-Large</b>
<b>C. W. Miller</b>	<b>College-at-Large</b>
<u>Julie Inamine</u>	<u>College-at-Large</u>
<u>Paul Morley</u>	<u>College-at-Large</u>
<b>Jeffrey Wilusz</b>	<b>College-at-Large</b>

### **University Libraries**

<b>Mike Culbertson for Tom Moothart</b>	<b>Libraries</b>
<b>Cathy Cranston for Louise Feldmann</b>	<b>At-Large</b>

### **Officers**

<b>Richard Eykholt</b>	<b>Chair, Faculty Council</b>
<b>Tim Gallagher</b>	<b>Vice Chair, Faculty Council</b>
<b>Dan Turk</b>	<b>BOG Faculty Representative</b>
<b>Diane Maybon</b>	<b>Executive Assistant/Secretary</b>
<b>Lola Fehr</b>	<b>Parliamentarian</b>

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

<b>Victor Baez for Don Estep, Chair</b>	<b>Committee on Faculty Governance</b>
<b>Susan LaRue, Chair, Excused</b>	<b>Committee on Intercollegiate Athletics</b>
<b>Nancy Hunter, Chair</b>	<b>Committee on Libraries</b>
<b>David Greene, Chair</b>	<b>Committee on Responsibilities &amp; Standing of Academic Faculty</b>
<b>Kari Anderson, Chair*</b>	<b>Committee on Scholarship Research and Graduate Education</b>
<b>Merinda McLure, Chair</b>	<b>Committee on Scholastic Standards and Awards</b>
<b>Sally Sutton, Chair</b>	<b>Committee on Strategic and Financial Planning</b>
<b>Margarita Lenk, Chair</b>	<b>Committee on Teaching and Learning</b>
<b>Patty Rettig, Chair</b>	<b>Committee on University Programs</b>
<b>Carole Makela, Chair*</b>	<b>University Curriculum Committee</b>

***Ex-Officio Non-Elected Non-Voting Members***

<b>Anthony Frank, Excused</b>	<b>President</b>
<b>Rick Miranda, Excused</b>	<b>Interim Provost/Senior Vice President</b>
<u>Bill Farland</u>	<u>Vice President for Research and Engagement</u>
<u>Robin Brown</u>	<u>Vice President for Enrollment and Access</u>
<u>Blanche M. Hughes</u>	<u>Vice President for Student Affairs</u>
<b>Peter Dorhout</b>	<b>Vice Provost for Graduate Affairs</b>
<u>Lou Swanson</u>	<u>Vice Provost for Outreach and Strategic Partnerships</u>
<b>Alan Lamborn</b>	<b>Vice Provost for Undergraduate Affairs</b>
<u>Craig Beyroudy</u>	<u>Dean, College of Agricultural Sciences</u>
<u>April Mason</u>	<u>Dean, College of Applied Human Sciences</u>
<u>Ajay Menon</u>	<u>Dean, College of Business</u>
<u>Sandra Woods</u>	<u>Dean, College of Engineering</u>
<u>Ann Gill</u>	<u>Dean, College of Liberal Arts</u>
<b>Jan Nerger</b>	<b>Interim Dean, College of Natural Sciences</b>
<u>Pat Burns</u>	<u>Interim Dean, University Libraries</u>
<b>Lance Perryman</b>	<b>Executive Dean and Dean, College of Veterinary Medicine and Biomedical Sciences</b>
<u>Joyce Berry</u>	<u>Dean, Warner College of Natural Resources</u>
<b>Courtney Butler</b>	<b>Chair, Administrative Professional Council</b>