

MINUTES
Executive Committee
Tuesday, August 23, 2016
3:00 p.m. – Room 106 - Administration

Present: Mary Stromberger, Chair; Stephanie Clemons, Vice Chair; Paul Doherty, Jr., BOG Faculty Representative; Rita Knoll, Executive Assistant; Jason Ahola, Agricultural Sciences; Troy Mumford, Business; TBD, Engineering; Scott Glick, Health and Human Sciences; TBD, Liberal Arts; Nancy Hunter, Libraries; TBD, Natural Resources; George Barisas, Natural Sciences; J Lucas Arugeso, CVMBS; Rick Miranda, Provost/Executive Vice President

The meeting was called to order at 3:00 p.m. by Mary Stromberger.

September 6, 2016 FACULTY COUNCIL AGENDA ITEMS:

I. Proposed Faculty Council Agenda – September 6, 2016 – A201 Clark Building – 4:00 p.m.

A. ANNOUNCEMENTS

1. Next Faculty Council Meeting – October 4, 2016– A201 Clark Building – 4:00 p.m.
2. Executive Committee Meeting Minutes located on FC website – April 19 and April 26, 2016
(<http://facultycouncil.colostate.edu/faculty-council-meeting-dates-agenda-minutes/>)
3. Faculty Council – Location of Issues – Tracking (pp.)
4. Schedule of 2016-17 Faculty Council Meeting Dates
5. Faculty Council Membership List 201-17
6. Faculty Council Standing Committees Membership List
7. University Committees Membership List
8. Parliamentary Motions – Quick Reference
9. Parliamentary Motions – What They Mean
10. UCC Minutes – April 22 and 29, 2016; May 6, 2016 minutes were approved by Executive Committee (May 10, 2016) on behalf of Faculty Council.
11. Revise Academic Calendars (Fall and Spring semesters) 2016-2018; 2018-2020; and 2020-2022 to include Sunday commencements – approved by Executive Committee on behalf of Faculty Council (May 10, 2016).

B. MINUTES TO BE APPROVED

1. Faculty Council Meeting Minutes – May 3, 2016

C. UNFINISHED BUSINESS

1. University Committee Elections – Committee on Faculty Governance (p.)

D. REPORTS TO BE RECEIVED

1. Provost/Executive Vice President – Rick Miranda
2. Faculty Council Chair – Mary Stromberger
3. Board of Governors Faculty Representative – Paul Doherty, Jr.
4. Faculty Council Standing Committee 2015-16 Annual Reports
 - a. Faculty Council Report to the Board of Governors
 - b. Committee on Faculty Governance
 - c. Committee on Intercollegiate Athletics
 - d. Committee on Libraries
 - e. Committee on Non-Tenure Track Faculty
 - f. Committee on Responsibilities and Standing of Academic Faculty
 - g. Committee on Scholarship, Research, and Graduate Education
 - h. Committee on Scholastic Standards
 - i. Committee on Strategic and Financial Planning
 - j. Committee on Teaching and Learning
 - k. Committee on University Programs
 - l. University Curriculum Committee
5. University Benefits Committee

E. CONSENT AGENDA

1. Confirmation of Faculty Council Secretary – Rita Knoll – Executive Assistant to Faculty Council
2. Confirmation of Faculty Council Parliamentarian – Lola Fehr – Professional Registered Parliamentarian
3. UCC Minutes – April 22 and 29, 2016; May 6, 2016 approved by Executive Committee (May 10, 2016) on behalf of Faculty Council

F. ACTION ITEMS

1. Proposed revisions to the *Graduate and Professional Bulletin* – Continuous Registration – CoSRGE

G. DISCUSSION

August 23, 2016 EXECUTIVE COMMITTEE AGENDA ITEMS:

I. Minutes to be Approved

A. Faculty Council Meeting Minutes

1. May 3, 2016

By unanimous consent, Executive Committee approved the placement of the May 3, 2016 Faculty Council meeting minutes on the September 6, 2016 Faculty Council meeting agenda.

B. Executive Committee Meeting Minutes

1. May 10, 2016

One correction was found. Paul Doherty was not present at the meeting as he was in Alaska.

By unanimous consent, the May 3, 2016 Executive Committee meeting minutes were approved as amended and will be posted on the Faculty Council website.

II. Items Pending/Discussion Items

A. *Announcements*

1. Next Executive Committee Meeting: August 30, 2016 – 3:00 p.m. – Room 106 - Administration

Stromberger announced that the next Executive Committee meeting will be held on August 30, 2016, and for the Fall semester will start at 3:15 p.m. instead of 3:00 p.m. as Vice Chair, Stephanie Clemons, has a teaching conflict.

2. President's Fall Address and University Picnic – On the Oval – August 31, 2016 – 11:30-1:00 p.m.

Stromberger announced the President's Fall Address and University Picnic on the Oval, August 31, 2016 from 11:30-1:00 p.m.

3. Over the summer, Kathy Rickard, Professor, Department of Psychology, was hired as the new Faculty Ombuds person. This position is a 0.25 FTE in the Office of Ombuds.

4. Open Access Textbooks workshop.

The Libraries is hosting a second workshop on open textbooks. This was a huge success last year. They are doing an application process for the workshop that is due September 6. The workshop is scheduled for September 28, 2016 from 1:00-3:00 p.m. They are taking 50 faculty and instructors. If you attend the workshop and write a review on an open access textbook, you will receive a \$250 stipend.

B. Action Items

1. New Degree: PhD in Computer Engineering – effective Spring 2017 in the Department of Electrical and Computer Engineering, College of Engineering – UCC

Doherty moved (Glick 2nd) to place the New Degree: PhD in Computer Engineering – effective Spring 2017 in the Department of Electrical and Computer Engineering, College of Engineering on the September 6, 2016 FC meeting agenda.

Doherty's motion was unanimously approved.

2. New Degree: MS in Computer Engineering, Plan A and Plan B – effective Spring 2017 in the Department of Electrical and Computer Engineering, College of Engineering – UCC

Carole Makela, Chair of UCC, explained that currently the department has a Ph.D. and Master's programs in Computer and Electrical Engineering; they would like to separate the disciplines into distinct programs. It will be helpful for recruiting students. Now, when students choose a degree, it will do the tracking for them.

Doherty moved (Glick 2nd) to place the New Degrees of PhD in Computer Engineering and MS in Computer Engineering, Plan A and Plan B, on the September 6, 2016 FC meeting agenda.

Doherty's motion was unanimously approved.

3. Proposed revisions to Section C.2.1.9.5.d Committee on Libraries of the *Academic Faculty and Administrative Professional Manual* - CoFG

Stromberger explained this revision is to add an ex officio, non-voting representative from the VPR office to the Committee on Libraries. Hunter (Libraries) explained that the Committee on Libraries often discusses

library issues that relate to resources and research. For example, journal cancellations might affect faculty research. Having a representative from the VPR office would help communications between faculty, the Libraries and the VPR office. A VPR representative currently attends the committee meetings as a guest. The Dean of Libraries supports it as well.

Discussion:

Miranda: How is the representative chosen?

Hunter: By the VPR.

Miranda: Are there any constraints? Ex., a faculty person with a part-time appointment in the VPR office?

Hunter: We didn't discuss how the appointment would be made. No real constraints.

Mumford: Is there broad support from the VPR?

Hunter: As far as I know, Alan supports this. Patrick Burns has talked to him a few times regarding this.

Glick moved (Barisas 2nd) to place the proposed revisions to Section C.2.1.9.5.d Committee on Libraries of the *Academic Faculty and Administrative Professional Manual* on the September 6, 2016 FC meeting agenda.

Glick's motion was unanimously approved.

Stromberger stated because this is a Section C revision in the *Manual*, a copy of the proposed revision will be emailed to Faculty Council members for review two weeks prior to the September 6, 2016 FC meeting. Stromberger will send out the email with the proposed revisions after EC has adjourned.

4. Revise Academic Calendars (Fall and Spring semesters) 2016-2018; 2018-2020; and 2020-2022 to include Sunday commencements

Stromberger explained that a trial run was done in Spring 2016, in which Warner College of Natural Resources held their commencement on Sunday.

Miranda and Doherty reported that the Sunday commencement went over well.

The proposed revisions would add Sunday commencements to the academic calendars already approved by Faculty Council. The Board of

Governors considered these revisions during the August meeting, and approved of the change to the academic calendar, pending final approval by Faculty Council.

Hunter moved (Argueso 2nd) to place the Academic Calendar revisions (Fall and Spring semesters) 2016-2018; 2018-2020; and 2020-2022 to include Sunday commencements on the September 6, 2016 FC meeting agenda.

Hunter's motion was unanimously approved.

C. *Reports*

1. Provost/Executive Vice President – Rick Miranda

Miranda reported the following:

Welcome back everyone! We are getting ready for the Fall Leadership Forum, where we invite department chairs, deans and other campus leaders.

Fall Leadership Forum topics:

1. Task force report: Evaluating Teaching Effectiveness - how to evaluate it and incentivize it.
2. Curricular issues: specifically at undergraduate level, (e.g. HIP) and some related to structure of Bachelor's Degree, high impact practices.
3. Research issues: White paper on Future of Research Division. Implementation details.

Miranda: Instead of having breakout sessions, we are doing 2-hour blocks of each of the three topics. Those three topics will persist throughout the year.

In addition, we are very interested in moving the new proposal by the Committee on Non-Tenure Track Faculty forward; we have had great suggestions there. Expanding the types of NTTF, categories, and providing a career track and promotion pathway.

Census is next week sometime. Residence halls are full. The new Academic Village opened. One wing is still coming online in January. They are more apartment style. Appeals to graduate students and post-doctorate students. New facility has residences and office spaces. Moving some of the people from Aylesworth (Student Affairs) as well as general

assignment classrooms as well (small to medium); more elbow room to classrooms.

Kelly Long is the new Vice Provost for Undergraduate Affairs (VPUA).

Conversations continue about the budget and we will talk about this in upcoming EC and FC meetings. The budget has been re-categorized into 6 or 7 categories of expenditures; two of which will be the subject of discretionary proposal making. Examples of categories include multi-year, strategic investments, quality enhancements, financial aid, mandatory costs, and employee compensation (merit pay increases, retention packages, equity raises, benefits, etc.).

Miranda explained that the budget review process would be repeated this year for quality enhancement proposals by units. He is considering how multi-year, strategic investment proposals can be reviewed.

Ahola: Do you report anywhere what budget proposals were selected for funding? Is that publicly shown?

Miranda: The Deans and VPs know. It's not a secret.

Ahola: Some could be viewed as a negative by faculty but it's good to show how the strategic input was handled.

Miranda: I will chase down what was funded.

Miranda's report was received.

2. Faculty Council Chair – Mary Stromberger

Stromberger reported the following:

A. Summer activities

1. Living wage – group member include FC officers, APC and CPC officers, Jennifer Bissell, Emma Chavez, Diana Prieto, and Lynn Johnson

This group met several times over the summer to discuss if CSU should create a minimum salary threshold of \$30,000 for full-time employees. The largest concern is the *total* cost -- not only the amount in direct salary increase but the amount that will be required to address compression issues and the “cliff effect”. Therefore, a more detailed financial analysis

is needed, particularly in units that have the majority of employees making less than \$30,000.

2. Budget roundtable meetings – led by Rick Miranda. Stromberger attended two of these meetings over the summer.

3. Proposal from Committee on Non-Tenure Track Faculty. A draft set of recommendations has been shared with Stromberger and the Provost's Office. The proposal outlines new appointment titles, promotion pathways, and calls for increased participation on NTTF in shared governance. This proposal will be discussed by various groups, including EC and FC, to get feedback for CoNTTF to consider before bringing this to FC as an action item.

4. Professional Doctorate discussions– Graduate School. Stromberger attended several meetings over the summer to discuss professional doctorate degrees.

5. Cabinet leader meeting to discuss progress on student recommendations re diversity (June) – Mary O. and others met to report on progress being made. Regarding the student recommendations to require all students to take one or more courses in diversity, Stromberger reported that UCC will consider this during the fall semester and will submit recommendations to Faculty Council.

6. Bullying Policy review meeting (July) with employee council chairs, Richard Eykholt, Lanai Greenhalgh, Diana Prieto and Steve Thompson, Jason J. and Janine Mohr, Dan Bush, Robert Schur.

Stromberger called the group together to discuss issues that have come up related to the Bullying policy. Along with members from the Standing Committee on Status of Women Faculty, the group will draft a set of guidelines to provide specifics on formal procedures to report bullying, how to acknowledge a complaint of bullying, informal procedures to address bullying, etc.

7. Employee Appreciation Event – August 10. The event was well attended. The employee council leaders handed out CSU hats to employees that came by the Employee Appreciation tent. Over 400 employees stopped by for their free gift.

B. Upcoming activities

1. This Thursday, Stromberger will meet with standing committee chairs for an orientation, followed by a session on setting this year's priorities.

Unfinished business/new business:

- CoFG – electronic voting procedures for FC reps, including voting rights of NTTF (new)
- CoNTTF – proposal to change NTTF appointments, increased participation of NTTF in Faculty Council (new)
- CoRSAF – Appendix I (unfinished), Section K (new)
- CoSRGE – professional doctorate proposal (new)
- CoTL - Requests from Faculty Council:
- Next steps on Student Course Survey redesign (budget request and timeline for deliverables)
- Next Steps on TILT/UDTS Task Force recommendations on Teaching Effectiveness (FC has requested that CoTL consider drafting language for faculty manual addressing this issue).
- Next Steps on Task Force Report on Proctoring in Online/distance education (Task Force report to be shared)

2. Other big issues this year:

- Faculty Diversity: Recruit and hire more minority faculty, and then retain them. Work with President's Commission on Diversity and Inclusion, and Dan Bush
- Evaluating Teaching and Service Effectiveness
- Parking Plan
- Research Success Initiatives – VPR Alan Rudolph

3. Number of faculty needed for University committees:

- Parking Services – need one faculty
- CSU Cares – need one faculty (meetings by phone) – provides emergency funds to employees
- EAB – Employee Appreciation Board. Need 1 faculty to replace Margarita Lenk, who is on Semester at Sea

Stromberger's report was received.

3. Board of Governors Faculty Representative – Paul Doherty, Jr.

The Board of Governors (BOG) met three times (May 5-6, June 16-17, and August 4-5) since the last Faculty Council meeting. Below are my notes from these meetings. Full BOG meeting minutes are available on the BOG web site.

The May 5-6 meeting was held on the CSU Fort Collins campus.

- 1) The Board of Governor's Excellence in Undergraduate Teaching Award was awarded to Dr. Lori Peek.
- 2) Audit and Finance Committee
 - a. CSU budget was approved
 - i. Salary increase 1.8%
 - ii. DCE contribution 0.5%
 - iii. CSU-Pueblo will get 1% salary increase contingent on achieving fall enrollment goals.
 - iv. CSU Global has a \$10 million surplus.
 - b. A CSU System Reserve was created.
 - i. Faculty input should be obtained on how these funds are allocated.
- 3) Academic and Student Affairs Committee
 - a. Master of Finance Plan C was approved.
 - b. Graduate certificates were approved.
 - i. College of Health and Human Sciences – Conflict Resolution and Mediation
 - ii. College of Natural Sciences – Data Analysis; Theory and Applications of Regression Models.
 - iii. College of Engineering – Systems Engineering Practice; Embedded Systems; Computer Systems Engineering; Power and Energy.
 - c. *Manual* changes were approved.
 - d. Emeritus rank designations were made.
 - e. The development of the You@CSU web site for student self-assessment of academic, health, and social needs and resources was presented.
- 4) Real Estate and Facilities Committee
 - a. The Shields underpass right-of-way was approved as was the Program Plan for the Water Resources Center at the National Western Center.
- 5) Strategic Mapping update focused on a discussion of the faculty talent market
- 6) Shared Governance lunch went well.
 - a. The Board was impressed with the number of councils and people involved.
- 7) Other interesting tidbits
 - a. During the ASCSU report, one governor asked if faculty is ever surveyed about what they think of the quality of students (kind of the flipside of course surveys where students are assessing faculty). I thought that was an interesting question.
 - b. Tuition oversight is swinging back to the Statehouse vs CDHE.

- c. Stadium project is meeting construction and financing goals.

The June 16-17 meeting/retreat was held at the CSU Mountain Campus. Most of the time was spent in a retreat focused on strategic planning and mapping. The regular Board meeting was short.

- 1) Strategic planning retreat
 - a. Review of FY16
 - i. Dr. William Shuster (from CSU College of Business) was present as he has helped with the strategic plan this past year.
 - ii. Fiscal health and stress testing (e.g., CFI – composite financial index)
 - 1. CFI can be a difficult metric for large institutions, but CSU needs to pay attention. Other metrics needed to be monitored.
 - 2. Discussion of “dashboard” metrics for the BOG.
 - iii. Public policy issues
 - 1. CSU Washington DC lobbyists were in attendance
 - a. Can help institutional researchers with letters of support to representatives and government agencies.
 - 2. Discussion of federal financial aid and federal research budgets
 - a. Sequestration cuts up to 2021
 - b. Influence of national elections
 - i. Clinton vs Trump college funding/debt plans
- 2) Board meeting
 - a. Discussion of Reserve Policy
 - b. Academic calendar was presented

The August 4-5 meeting was held at the CSU-Pueblo Campus.

- 1) Audit and Finance Committee
 - a. Campus budget presentations
 - i. Without enrollment growth, difficult to balance the budget
 - ii. Guaranteed tuition model presentation and discussion
 - 1. Not an approach for CSU to pursue at this time.
- 2) Real Estate/Facilities Committee
 - a. More construction planned
 - i. E.g., Richardson Design Center, Shields and Elizabeth underpass, Temple Grandin Center, JBS Global Food Innovation Center, Practice Fields and Heritage Garden
 - b. Future construction focus may need to be on infrastructure and research facilities
 - c. CSU could be downgraded by bond agencies, but the interest rates on borrowed money probably will not change much.
- 3) Lunch with CSU Faculty, Admin Pro, State Classified, and Student council leaderships
- 4) Strategic Mapping Update

- a. System-wide Council might be needed
- b. Faculty exchanges might be possible
- 5) Academic and Student Affairs Committee
 - a. New Degree – PhD in Communications approved
 - b. New Graduate Certificates approved for College of Health and Human Sciences, College of Liberal Arts, and Intra-University (Applied Global Sustainability).
 - c. Faculty Manual Changes approved
 - i. Preface – not Admin Pro need to approve changes to sections that affect them
 - ii. Section F.3.16 – Parental leave
 - iii. Section F.3.17 – Catastrophic leave
 - iv. Section C.2.3.3, C2.8, and E.4.2 – Special Academic Units and hiring non-tenure track faculty
 - d. Academic Calendar revisions approved
 - i. Sunday Commencements
 - e. Campus Activity Reports
 - i. Most faculty (98%) meeting expectations or above
 - ii. Compensation – we are at 93% of our peers
 - iii. Number of women and minority faculty at all-time highs.
- 6) Other items
 - a. Report on Extension activities (Lou Swanson)
 - b. Annual Athletic reports
 - c. Pay increases for the CSU Presidents and Chancellor were announced

The next BOG meeting will be Oct 6-7 on the Fort Collins Campus.

Doherty's report was received.

D. Discussion Items

We normally have discussions six times in the year. We have a big agenda in September and May, so usually we don't have a discussion item for those months.

Some discussion ideas:

- NTTF proposal
- Teaching effectiveness/course survey redesign
- Alan Rudolph's research initiatives.
- Parking plan

Stromberger talked with Bill Hanneman and Irene Vernon about a joint task force between CoRSAF and the Standing Committee on the Status of Women Faculty to work on service recognition and evaluation. The joint task force will develop recommendations for CoRSAF to consider, if they should be codified in the *Manual*.

Re-envision CSU. Over 500 ideas have been submitted. These are being categorized now into various themes. The Re-Envision committee, which includes the employee council chairs, will start looking at the themes. At some point, there will need to be discussions on prioritizing ideas and implementing those ideas.

Stromberger asked Miranda about the salary equity exercise recommendations from the task force. Where are we?

Miranda: They are in the process of drafting a report. Dan Bush is part of that team.

Will discuss the Operating Procedures of Executive Committee next week. A handout was given to EC members by Stromberger.

Executive Committee adjourned at 4:57 p.m.

Mary Stromberger, Chair
Stephanie Clemons, Vice Chair
Rita Knoll, Executive Assistant