MINUTES
Executive Committee
Tuesday, August 18, 2015
3:30 p.m. – Room 106 – Administration

Present: Mary Stromberger, Chair; Stephanie Clemons, Vice Chair; Paul Doherty, Jr., BOG Faculty Representative; Bradley Goetz, Agricultural Sciences; Margarita Lenk, College of Business; Scott Glick, Health and Human Sciences; David Gilkey, Veterinary Medicine and Biomedical Sciences; Rick Miranda, Provost/Executive Vice President

Guests: Karen Rattenborg, Director, Early Childhood Center; Eric Prince, Chair, Committee on University Programs; Mary Vogl, Department of Foreign Languages and Literatures

Excused Absences: Rita Knoll, Executive Assistant; Monique Rocca, Natural Resources

Unfilled EC positions: Engineering; Liberal Arts; Natural Sciences

The meeting was called to order at 3:31 p.m. by Mary Stromberger.

Introductions and Announcements: Introductions of Members and Guests were made. EC still needs representatives from three colleges (Engineering, Liberal Arts, and Natural Sciences). EC needed to meet prior to semester as first FC meeting is two weeks hence.

Stromberger went over the draft FC agenda (below).

September 1, 2015 FACULTY COUNCIL AGENDA ITEMS:

I. Proposed Faculty Council Agenda – September 1, 2015– A201 Clark Building – 4:00 p.m.

A. ANNOUNCEMENTS

1. Next Faculty Council Meeting – October 6, 2015 – A201 Clark Building - 4 p.m.
2. President’s Fall Address and University Picnic – On the Oval – September 16, 2015 @ 11:30 a.m.
3. Faculty Council – Location of Issues – Tracking
4. Schedule of 2015-16 Faculty Council Meeting Dates
5. Faculty Council Membership List 2015-16
6. Faculty Council Standing Committees Membership List
7. University Committees Membership List
8. Parliamentary Motions – Quick Reference
9. Parliamentary Motions – What They Mean
10. Executive Committee Meeting Minutes located on the FC website – April 28, 2015 (Amended); May 12, 2015 (http://facultycouncil.colostate.edu/faculty-council-meeting-dates-agendas-minutes/)
11. UCC Minutes – April 24, 2015; May 1, 2015 (Approved by Executive Committee on Behalf of Faculty Council on May 12, 2015).
12. Revisions to the Academic Faculty and Administrative Professional Manual – D.2.1 – Benefits Committee – CoRSAF (Approved by Executive Committee on Behalf of Faculty Council on May 12, 2015 and Approved by the Board of Governors on August 7, 2015.)

B. MINUTES TO BE APPROVED

1. Faculty Council Meeting Minutes – May 5, 2015

C. UNFINISHED BUSINESS

1. Elections – Student Representatives – Faculty Council Standing Committees – CoFG
2. Elections – Faculty – Faculty Council Standing Committees - CoFG

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

E. CONSENT AGENDA

1. Confirmation of Faculty Council Secretary – Rita Knoll – Executive Assistant to Faculty Council
2. Confirmation of Faculty Council Parliamentarian – Lola Fehr – Registered Parliamentarian

F. ACTION ITEMS

G. DISCUSSION
August 18, 2015 EXECUTIVE COMMITTEE AGENDA ITEMS:

II. Minutes to be Approved

A. Executive Committee Meeting Minutes

1. May 12, 2015

Stromberger asked if there were any corrections to the EC meeting minutes from May 12, 2015. Glick asked that a sentence on page 12, 9th paragraph be removed as it placed something he said in the wrong context.

By unanimous consent, Executive Committee approved the May 12, 2015 Executive Committee Meeting minutes, as corrected. The minutes will be placed on the Faculty Council website: (http://facultycouncil.colostate.edu/faculty-council-meeting-dates-agendas-minutes/)

B. Faculty Council Meeting Minutes

1. May 5, 2015

By unanimous consent, Executive Committee approved the placement of the May 5, 2015 Faculty Council Meeting minutes on the September 1, 2015 Faculty Council meeting agenda.

III. Items Pending/Discussion

A. Announcements

1. Next Executive Committee Meeting: August 25, 2015 – 3:30 p.m. – Room 106 Administration

Stromberger announced that the next Executive Committee meeting will be held on August 25, 2015 at 3:30 p.m. in Room 106 Administration.

Stromberger announced that Dr. Merrill Johnson was hired as the new Academic Director of INTO-CSU.
B. Action Items

1. New CIOSU: CSU Early Childhood Center – CUP

Karen Rattenborg and Eric Prince introduced the proposal to establish a CSU Center called Early Childhood Center. Early Childhood Center has been existence since 1929 and has a three-fold mission: teaching, research, and service. ECC provides high quality child care to those in Fort Collins and community, promotes research about children and families. By establishing an official Center, ECC’s goal is to increase research on early childhood research coming from Center.

Lenk suggested that the ECC staff all be IRB approved. Rattenborg agreed.

Rattenborg wants to increase research efforts and hopes to collaborate with other units on campus to look at issues from multiple perspectives in research projects (children, family, teachers, and parents). Rattenborg desires to promote the Center as a research center, not just a day care center.

Doherty moved to place the CIOSU proposal on the September 1, 2015 Faculty Council meeting agenda. Gilkey seconded.

Doherty’s motion was approved.

2. Proposed revisions to the Graduate and Professional Bulletin – D.5 – APPLICATION: INTERNATIONAL STUDENTS
F.2.2 – ASSISTANTSHIPS – CoSRGE

Stromberger talked with Don Samelson, chair of CoSRGE, prior to the EC meeting. Stromberger explained that the proposal would revise the Graduate Bulletin to add a new English test for international students. The new test does not replace other tests, just adds a third test to evaluate English proficiency.

Goetz moved to place the proposed revision to the Graduate Bulletin on the September 1, 2015 Faculty Council meeting agenda. Glick seconded.

Miranda asked if INTO-CSU was consulted on acceptance scores of the new test. Stromberger said she would follow up with Samelson and the Graduate School, and let them know that this question might come up during the Faculty Council meeting.

Goetz’s motion was approved.
3. Proposed revision to the *Academic Faculty and Administrative Professional Manual* – SECTION C.2.3.1 COLLEGES AND ACADEMIC DEPARTMENTS – CoFG

Mary Vogl, Department Chair of Foreign Languages and Literatures presented the request and explained the rationale to change the name of her department to Languages, Literatures and Culture. She noted that the department faculty all supports the change, as well as the departments of Anthropology and English.

Gilkey moved to place the request on the September 1, 2015 Faculty Council meeting agenda. Doherty seconded the motion.

Gilkey’s motion was approved.

Lenk moved that the proposed revision to Section C of the *Manual* list the new department name in alphabetical order with the other College department names. Glick seconded.

Lenk’s motion was approved.

Stromberger explained that proposed revisions to Section C of the *Manual* require two weeks’ notice to FC members. Knoll will email the proposal to the Faculty Council list serve to meet this requirement.

4. Review of Executive Committee Operating Procedures

Stromberger asked for a motion to table this action item until the next EC meeting. Goetz motioned to table, and Glick seconded the motion.

Goetz’s motion was approved.

C. Reports

1. Provost/Executive Vice President – Rick Miranda

Miranda updated EC on the Semester-at-Sea Program. Alicia Cook, Professor Emeritus, is the initial liaison to the Institute for Shipboard Education (ISE). Alicia is approaching faculty on ad hoc basis to invite them to populate the first voyage in Fall 2016 with appropriate curriculum and teaching. For questions, see *Alicia.cook@colostate.edu*. For Spring 2017, a more open process will be used to invite faculty members to participate. If participating, faculty will retain their pay at CSU. The company will send resources to cover the faculty for up to two courses. CSU has also been given a budget to cover shortfalls that standard remuneration may not cover. This experience is not considered a faculty sabbatical but a high intensity instruction load. If an interested special faculty
member has higher load (e.g. 3 courses each semester), then remuneration from semester-at-sea may not be sufficient. Negotiation would take place. CSU is obligated to provide 5-6 faculty members out of 30 faculty on-ship. CSU doesn’t want a financial disincentive for faculty to be involved.

Doherty asked if it would be possible to develop a special study abroad program/semester-at-sea experience that would include several courses and faculty from a single college. Miranda said this was an interesting idea. Niche programs can help to recruit students. SAS is open to discussion on curriculum themes.

Miranda reported that he has been meeting weekly with Stromberger over the summer to discuss shared governance issues. Miranda is proposing changes to the annual budget process that will allow for more engagement of faculty, administrative professionals, and classified personnel. Part of the reform will include a change to the organization and function of the SPARC groups. More details are coming.

Miranda provided an update on the gender equity salary exercise and reviewed the contents of the email that was sent out to faculty recently. Women full professors whose salaries fall below their department regression line (of salary vs. time since terminal degree completion) will automatically have their salary reviewed in special meetings of the college dean, department chairs, OEO, a representative of the Commission on Women and Gender Equity, and others. Women can self-nominate as well. A task force consisting of internal and external experts is being formed to develop models and methods for future salary equity analyses. In the longer-term, the salary equity review will expand to other employee groups (e.g. APs) as well as men.

Miranda’s report was received.

2. Faculty Council Chair – Mary Stromberger

A. Shared Governance (weekly meetings with Rick)
   - Recognition for service
     - Subcommittee or task force to study how departments evaluate service during annual merit and P&T evaluations.
     - Develop guidelines/policies/manual revisions for evaluating service based on time commitment, effort and impacts.
     - Task force would include faculty and administrators (dean, Dan Bush)
     - Executive Committee agreed to charge CoRSAF with forming the task force.
   - Fiscal and strategic planning (short and longer term)
     - Evolving role of SPARCs to become more of a budget review committee, rather than proposal generator. Budget proposals will come from various committees and academic units.
- Long-term strategic planning and role of CoSFP should be reviewed. For example, it would be helpful to discuss CoSFP’s current workload, schedule, role and responsibilities. Are they able to meet more often? Perhaps have one meeting a month for annual budget reviews, and another meeting to discuss longer-term planning? Should CoSFP divide into 2 committees? One to review annual budgets and another for longer-term strategic planning?

- Vision planning
  - Tony Frank is gathering people, including chairs of three councils, to begin discussions on re-envisioning CSU 2020.

- Faculty engagement - SPARCs, Housing task force, EAB, Parking Services
  - Shared governance is not easy and will involve greater commitment/participation in decision making.
  - Faculty participation is needed in several new committees: SPARCs (11), Housing task force (led by Cori Wong) to study faculty issues related to affordable housing, 2 faculty to serve on Employee Assistance Board, 1 or 2 faculty to service on Parking Services Committee.
  - Cori Wong is working with IR to develop a faculty-centric survey to gather data on faculty needs and wants regarding affordable housing, and issues that affect housing affordability (childcare, transportation, etc.).

- Non-tenure-track faculty discussions during the summer
  - Two meetings over the summer were held that will continue throughout the year, with Jen Aberle and Joseph DiVerdi, CoNTTF; Don Estep, CoFG; Dan Bush, VP for Faculty Affairs; and Sue Doe, English Department and Director of Center for the Study of Academic Labor.
  - CoNTTF and CoFG are working on proposals to increase participation of NTTF in Faculty Council, beginning with a proposal to allow NTTF to vote for their department faculty representative.
  - In discussion to develop a spring symposium series that would feature invited speakers and panel discussion on topics related to academic labor, tenure and tenure protection; non-tenure-track faculty career paths; teaching and service recognition; and shared governance.

B. Grievance Process/Section K

- Met twice this summer with the following: Bill Hanneman (Chair of CoRSAF), Richard Eykholt (UGO), Kirk Hallahan (past UGO), Jason Johnson and Janine Mohr (OGC), Dan Bush and Rick Miranda to discuss the current grievance process and Section K language.

C. Fetal Tissue Research Update
Planned Parenthood is under investigation for selling aborted fetal tissue. Planned Parenthood maintains that money is for shipping and storage of tissues only, and that tissues were donated by patients.

An old invoice between StemExpress and CSU was discovered, for small quantities of fetal tissue. Source was Planned Parenthood.

Tissue is needed to develop immunodeficient mice into mice with human-like immune system for HIV/AIDS research.

Frank recommended to the BOG that CSU no longer acquire fetal tissue from companies that source from Planned Parenthood.

Stromberger has spoken with Tony, Rick and VPR Alan Rudolph about this. Stromberger’s concerns have been for the safety and academic freedom of the CSU faculty person. Stromberger spoke with Rudolph, and his office and the professor have identified other companies that can acquire tissue from sources other than Planned Parenthood. Professor’s research will be able to continue.

D. Parking update

Stromberger met with Amy Parsons and Lynn Johnson, along with APC and CPC reps, over the summer to revisit the parking plan. Purpose of the meeting was to keep parking at the forefront, and encourage that study of alternative plans begin right away, as two years will go by quickly.

APC, CPC, and the Emergency Hardship Loan Fund committee met over the summer to discuss a plan to offer parking permits at reduced price to low-income employees.

Group recommended an automatic price reduction to all half-time or greater employees making less than $30K.

Group will reevaluate the employee assistance program for next year.

E. Feedback on Bullying and Workplace Violence Policies

Over the summer, Stromberger sent revised policies to the FC list serve, with ~30 days to return feedback.

Stromberger summarized comments and returned feedback to Bob Schur and copied Dan Bush.

Stromberger wrote in her response that faculty are anxious and uneasy about how the bullying policy will be used, and how behaviors may be interpreted as bullying. Bullying by administrators should be addressed specifically in the policy.

Overall, we need to be extremely cautious about attempting to overly circumscribe behaviors that are very much open to interpretation and misinterpretation. Once a policy is enacted, one can’t control how strictly (or recklessly, or feebly) it’s enforced in the future.
Policy should acknowledge that a “bully” may not be aware that he/she is offending/hurting someone, and that the person who is being bothered should talk with the “bully“ first, and ask that the behavior stop.

Policy should add that bullying is a more-than-one-time behavior, to ease employee concerns about one-time mistakes.

Thinking towards the future, CSU should develop an on-line bullying training tool to educate employees on what bullying is, much like the sexual harassment training tool we already have.

Stromberger’s report was received.

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

Doherty will report on the August BOG meeting at the next EC meeting. Doherty attended the President’s Cabinet meeting this morning and reported on a few items.

The curriculum and catalog office is short-staffed and there is no UCC Secretary right now (one person retired and one was fired over the summer). The search for a new UCC secretary is beginning.

An update on the status of the bullying policy was given.

Doherty’s report was received.

D. Discussion

Stromberger discussed potential reports and discussion topics for upcoming Faculty Council meetings. She noted that reports would be used to communication/inform faculty of certain issues. Topics that are open-ended and require faculty feedback will be reserved for discussions.

Potential reports: parking update, Benefits Committee, Semester-at-Sea, construction updates, flipped classrooms, open access textbooks and other Library topics.

Stromberger noted that she met with Joe Parker, Athletic Director, over the summer. She would like Parker to give a report to Faculty Council so that faculty can hear his vision for athletics.

Stromberger added that President Frank is available to give a report at the October Faculty Council meeting.
Stromberger listed some potential discussion topics – course survey reform, shared governance reform, non-tenure-track faculty initiatives, and faculty resources/needs to address increased student growth and workload.

Lenk suggested that in celebration of 100 years of shared governance, that we take 15 minutes out of each Faculty Council meeting and tell a story of a significant contribution made by a FC member in each decade.

Executive Committee will discuss ideas and prioritize reports and discussion topics at next week’s meeting.

By unanimous consent, the meeting was adjourned at 5:40 p.m.

Mary Stromberger, Chair
Stephanie Clemons, Vice Chair