MINUTES
Executive Committee
Tuesday, October 13, 2015
3:30 p.m. – Room 106 – Administration

Present: Mary Stromberger, Chair; Paul Doherty, Jr., BOG Faculty Representative; Rita Knoll, Executive Assistant; Bradley Goetz, Agricultural Sciences; Margarita Lenk, Business; Jose Chavez, Engineering; Carole Makela substituting for Scott Glick, Health and Human Sciences; Adrian Howkins, Liberal Arts; Nancy Hunter, Libraries; George Barisas, Natural Sciences; C.W. Miller substituting for David Gilkey, Veterinary Medicine and Biomedical Sciences; Dan Bush, Vice Provost for Faculty Affairs for Rick Miranda.

Absent: Monique Rocca, Natural Resources (excused); Rick Miranda, Provost/Executive Vice President (excused); Stephanie Clemons, Vice Chair (excused)

Guests: Carole Makela, Chair, University Curriculum Committee; Jody Donovan, Assistant Vice President for Student Affairs/Dean of Students; Kathy Sisneros, Assistant Vice President for Student Affairs; Rosemary Creston, Director, Resources for Disabled Students; Jennifer D. Van Norman, Director, Student Case Management.

The meeting was called to order at 3:30 p.m. by Mary Stromberger.

November 3, 2015 FACULTY COUNCIL AGENDA ITEMS:

I. Proposed Faculty Council Agenda – November 3, 2015 – A201 Clark Building – 4:00 p.m.

A. ANNOUNCEMENTS

1. Next Faculty Council Meeting – December 1, 2015 – A201 Clark Building – 4 p.m.

2. Executive Committee Meeting Minutes located on the FC website – (http://facultycouncil.colostate.edu/faculty-council-meeting-dates-agendas-minutes/)

B. MINUTES TO BE APPROVED

1. Faculty Council Meeting Minutes –

C. UNFINISHED BUSINESS

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. Course survey redesign update – Zinta Byrne

5. Athletic Director – Joe Parker

E. CONSENT AGENDA

1. UCC Minutes

F. ACTION ITEMS

G. DISCUSSION
October 13, 2015 EXECUTIVE COMMITTEE AGENDA ITEMS:

II. Minutes to be Approved

A. Executive Committee Meeting Minutes

1. September 15 and September 22, 2015

By unanimous consent, Executive Committee approved the September 15 and 22, 2015 Executive Committee meeting minutes.

The minutes will be placed on the FC website. (http://facultycouncil.colostate.edu/faculty-council-meeting-dates-agendas-minutes/)

III. Items Pending/Discussion Items

A. Announcements

1. Next Executive Committee Meeting: October 20, 2015 – 3:30 p.m. – Room 106 Administration

Stromberger announced that the next Executive Committee meeting will be held on October 20, 2015 at 3:30 p.m. in room 106 Administration.

B. Reports

1. Tony Frank – President

President Frank spoke on his roles as CSU President and Chancellor, and the distinct populations and missions served by each of the three institutions in the system. He answered questions about resource and knowledge sharing among CSU, CSU-Pueblo, and Global Campus. President Frank invited Executive Committee to provide comments back to the Board of Governors about what we think about the joint president and chancellor position. He described how CSU-Fort Collins and CSU-Global are supporting CSU-Pueblo in many ways, more than just financially, as CSU-Pueblo is experiencing declines in enrollments. He feels great progress is being made on the review of female and male full professor salaries, and supports the future processes that will be used.

Frank’s report was received.
2. Dan Bush – Vice Provost for Faculty Affairs

Bush described the progress being made regarding salary equity issues for full professors. In the first round of reviews, 47 female full professors were reviewed; the same review is being repeated for the full professor men. The actual number of adjustments will not be released until all of the review of full professor men and women is completed.

Bush’s report was received.

3. Faculty Council Chair – Mary Stromberger

Stromberger reported on the Re-Envisioning CSU meeting last Thursday with Council chairs, Lynn Johnson, Rick Miranda, Pam Jackson, and Cara Neth. A communications plan was developed so that information flows between the councils and the entire staff and faculty. Neth and Jackson are drafting a communications piece. What are we doing with the re-envisioning exercise? Jackson talked about how do we know what we can be unless we know what the City of Fort Collins and world looks like in 50 years? What does the future hold in terms of challenges and opportunities?

The group discussed three phases of the re-envisioning exercise. Phase 1 will be a discovery/learning phase. We would like to bring in futurists to forecast the future of Fort Collins, Colorado and the world. This will lead to Phase 2, which will be the brainstorming and culling of ideas phase. Following this phase, Phase 3 will be the formal planning phase, where proposals for initiatives and budgets will be developed. The timeline is for implementation to begin in FY18, so budgets and proposals will be drafted a year from now. This timeline is ambitious but it will allow initiative funding to be phased in, in FY18, 19 and 20.

Stromberger is envisioning a 2 to 3 day conference and a series of on-campus presentations in the spring for Phase 1, with brainstorming over late spring/summer, and budget planning in the fall. There’s room for short-term (5 to 10 years envisioning) as well as longer term.

Hunter (Libraries): How wide would the attending audience be for a conference?

Stromberger: It doesn’t work for every employee. Not all employees will be able to take 2 or 3 days off and attend an off-campus conference. Hence, the need for a series on on-campus seminars as well.

Barisas (Natural Sciences): Time frame? 5 years? 10 years? 50 years?
Stromberger: Room for short-term goals, and also to think really big. What sets us up for success in 2015? Setting the seeds for 150 years from now?

Barisas (Natural Sciences): Mentioned a lot about Fort Collins, but at the same time, what about the economy in the broader sense, and the driving forces of society globally, and the world?

Bush: The impact of the web? Need to incorporate those tools effectively.

Stromberger: City of Fort Collins had a futurist come in regarding this issue. It would be good to bring in alumni for the conversations.

Howkins (Liberal Arts): Also have a historian included, to provide context for discussions on the future? Stromberger agreed.

Stromberger also met with Dan Bush and others to discuss the faculty Ombud position yesterday. The group looked at a draft job description, which will be revised further by Lanai Greenhalgh for content, and Diana Prieto, for formatting into TMS. The goal is to get this job announcement out soon. The position will be a quarter-time position, because Lanai estimated that she spends about 20% of her time with faculty. The appointment time will be evaluated after a few years, to ensure it matches the need. Ombud training will be provided. A timeline is to have someone in this position by spring 2016.

Stromberger also attended two standing committee meetings recently. On Friday, she attended a meeting of the University Curriculum Committee. She noted that UCC is doing amazing work. Faculty put in a lot of time reviewing curriculum and providing thoughtful feedback, all the while working with a new electronic system. As they go through the whole process, they are working to make it even better.

Yesterday, Stromberger attended a meeting of the Committee on Strategic and Financial Planning. The committee reviewed several phase 1 proposals.

Stromberger’s report was received.

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

No report was given.
C. Action Items

1. UCC Minutes – September 11 and 25, 2015

Lenk moved (Doherty 2nd) to place the September 11 and 25, 2015 UCC meeting minutes on the consent agenda for the November 3, 2015 Faculty Council meeting agenda.

Makela noted that in the September 11 UCC Minutes, the new addiction counseling specialization will not be an action item on the next Faculty Council meeting agenda (it will occur within the consent agenda). There were no minutes from September 18 as it was a working meeting. Also, regarding the correction memo on September 11, UCC is including correction memos to better track amendments to minutes from past meetings.

Lenk’s motion was adopted.

2. Revisions to the Graduate and Professional Bulletin – THE ADVISORY SYSTEM - CoSRGE

Lenk moved (Barisas 2nd) to place the Revisions to the Graduate and Professional Bulletin as an action item on the November 3, 2015 Faculty Council meeting agenda.

Stromberger explained that this is a proposal to modify the description of the Bulletin in the advisory system. The proposal places the responsibility on the student for finding replacement faculty on their committee, just as the student is responsible for finding committee members in the first place.

Lenk’s motion was adopted.

3. Revisions to the Graduate and Professional Bulletin – SCHOLASTIC STANDARDS - CoSRGE

Stromberger explained that this proposal called for rearranging of language and explains how GPAs are calculated. Students often didn’t understand how GPAs were calculated.

Makela suggested that the table on page 2 be deleted. This information appears elsewhere in the Catalog.

Makela suggested that on the first page, it should say that courses at the 100 and 200 levels are not to be included in the student’s program of study, rather than graduate credit is not awarded for these courses. Stromberger asked for a motion to take this proposal back to CoSRGE.
Barisas moved (Lenk 2nd) to take this motion back to CoSRGE for corrections.

Barisas’ motion was adopted.

D. Discussion Items

1. Accommodations for disabled students
   - Jody Donovan, Dean of Students and Kathy Sisneros, Assistant Vice President for Student Affairs

Donovan wanted to brainstorm and discuss how to work together with faculty to help students with disabilities, mental health issues, and physical disabilities. For the most part, faculty are doing a great job with accommodating students, but there have been a few instances recently, where faculty weren’t aware that student accommodations are required by law. Also, there may be general information about the number of students that need accommodations, which might be of interest to faculty. What are ways that RDS can communicate with faculty?

11% of CSU students are self-identifying as working with RDS, and this number will continue to increase. There are many more students who are choosing not to self-identify.

Faculty cannot request private health information from the RDS students or Alternative Testing. This information is protected under FERPA, and can only be shared with faculty with the student’s permission.

Information and training is needed, especially for faculty who teach large classes and non-tenure track faculty who might miss out on the regular faculty trainings. EC suggested that department heads and chairs be trained about RDS and FERPA rules, and that rules and regulations can then be communicated to faculty by the chairs.

Another communication suggestion was to make a standard communication/information packet for faculty, which would include general information about RDS, and what faculty should do if contacted by a student for an accommodation. Perhaps this can be added to the existing “red 911 folder”?

EC expressed frustrations felt by faculty when students deliver their documentation for alternative testing too close to the exams. The policy for quizzes needs to be clarified – can in-class quizzes be given? RDS need to stop telling international students that they can get additional time for exams (this is becoming an increasing problem). Donovan explained
that many students feel stigmatized and avoid asking for accommodations until the last minute, when it becomes absolutely necessary.

Another suggestion was to include a couple sentences in course syllabi, to direct students to RDS if they felt they might have a learning disability and would like to be considered for an accommodation.

Stromberger summarized that multiple communications were needed from RDS: one with rules and regulations directed towards department chairs to then share with faculty; a general communication to faculty to explain the RDS process and the number of students seeking help; and a quick resource guide to include in the red folder. Stromberger suggested that Donovan contact Tom Milligan’s office for help with crafting communication pieces.

Executive Committee adjourned at 5:30 p.m.

Mary Stromberger, Chair
Rita Knoll, Executive Assistant