

PLEASE NOTE: Members, in the Microsoft Teams environment, should indicate their wish to speak by expressing their desire to speak “for” or “against” a motion, or to request clarification, in the chat feature. Guests should contact the Faculty Council Office by email prior to the meeting to discuss any contributions they have.

PLEASE NOTE: Members planning to introduce amendments are requested to provide copies to the Faculty Council Office, 315 Administration or by email, at least 24 hours before this meeting.

**AGENDA
Faculty Council Meeting
April 2, 2024 – 4:00pm – Microsoft Teams**

FACULTY COUNCIL AGENDA ITEMS:

I. FACULTY COUNCIL AGENDA – April 2, 2024

A. ANNOUNCEMENTS

- a. Next Faculty Council Meeting – May 7, 2024 – Microsoft Teams – 4:00pm
- b. President Ron Daniels luncheon – April 18th:
https://colostate.az1.qualtrics.com/jfe/form/SV_1NxpPiLjkUMn0TY

B. MINUTES TO BE APPROVED

- a. Faculty Council Meeting – March 5, 2024 (pp. 3-23)

C. UNFINISHED BUSINESS

D. CONSENT AGENDA

- 1. UCC Minutes – March 1 & 8, 2024 (pp. 24-30)

E. ACTION ITEMS

- 1. New Undergraduate Degree Program: Major in Arts Management – University Curriculum Committee – Brad Goetz, Chair (pp. 31-32)
- 2. Election – Faculty Representatives to Faculty Council Standing Committees – Committee on Faculty Governance – Steve Reising, Chair (pp. 33-34)
- 3. Proposed Revisions to Section C.2.3.1 of the Academic Faculty and Administrative Professional Manual – Committee on Faculty Governance – Steve Reising, Chair (pp. 35-36)

4. Proposed Revisions to Section F.3.7 of the Academic Faculty and Administrative Professional Manual – Committee on Responsibilities and Standing of Academic Faculty – Jennifer Martin, Chair (pp. 37-42)
5. Proposed Revisions to Sections F.3.14 through F.3.17 of the Academic Faculty and Administrative Professional Manual – Committee on Responsibilities and Standing of Academic Faculty – Jennifer Martin, Chair (pp. 43-44)

**F. PROVOST/EXECUTIVE VICE PRESIDENT REPORT – Vice Provost
Susan James**

G. REPORTS TO BE RECEIVED

1. Faculty Council Chair Report – Melinda Smith
2. Board of Governors Report – Andrew Norton

H. DISCUSSION

1. Syllabus Bank Update – Theo Reese, ACSU Director of Academic Affairs (pp. 45-47)
2. Changes in Faculty Annual Review Ratings and Department Code Templates and Review – Susan James, Vice Provost for Faculty Affairs
3. Budget Update – Brendan Hanlon, Vice President for University Operations

To Faculty Council Members: Your critical study of these minutes is requested. If you find errors, e-mail immediately to Amy Barkley.

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

MINUTES
Faculty Council Meeting
March 5, 2024 – 4:00pm – Microsoft Teams

CALL TO ORDER

Chair Melinda Smith called the meeting to order at 4:04 p.m.

Chair Smith reminded members of etiquette in the Microsoft Teams environment.

FACULTY COUNCIL AGENDA ITEMS:

I. FACULTY COUNCIL AGENDA – March 5, 2024

A. ANNOUNCEMENTS

1. Next Faculty Council Meeting – April 2, 2024 – Microsoft Teams – 4:00pm
2. Next Faculty Council Meet and Greet will be on Thursday, March 21st, from 3:30 p.m. to 5:00 p.m. in Lory Student Center Room 322

Chair Smith: The next Faculty Council Meet and Greet will be on Thursday, March 21st from 3:30 p.m. to 5:00 p.m. in the Lory Student Center, room 322. Vice President for Research Cassandra Moseley will be in attendance. This is a good opportunity to meet not only Faculty Council members and officers, but also have a chance to chat with our new Vice President for Research.

3. Harry Rosenberg Award – Nominations due on March 29, 2024 – [Harry Rosenberg Award | Faculty Council | Colorado State University \(colostate.edu\)](#)

Chair Smith: Nominations for the Harry Rosenberg Award should be sent to Vice Chair DiVerdi and are due by March 29th. The [nomination form](#) can be found on the Faculty Council website.

4. AAUP Panel on New Budget Model for CSU – March 7, 2024 at 4:00 p.m. via Zoom

Chair Smith: There is an AAUP panel on the new budget model for CSU on March 7th. Directed members' attention to the link in the chat to register.

B. MINUTES TO BE APPROVED

1. Faculty Council Meeting – February 6, 2024

Chair Smith: Hearing no corrections or changes to these minutes, the Faculty Council minutes from February 6th are approved by unanimous consent.

C. UNFINISHED BUSINESS

D. CONSENT AGENDA

1. UCC Minutes – December 1, 2023 & January 26, February 2, 9, 16 & 23, 2024

Chair Smith: Asked if there was anything to be pulled from the University Curriculum Committee minutes for further consideration.

Hearing none, University Curriculum Committee minutes approved by unanimous consent.

E. ACTION ITEMS

1. Election – Faculty Council Chair – Committee on Faculty Governance – Steve Reising, Chair

Steve Reising: The Faculty Council officer positions, eligibility, and terms for elections are listed in [Section C.2.1.3.3](#) of the Academic Faculty and Administrative Professional Manual. The Faculty Council officers serve one-year terms. Today, Faculty Council is electing officers to serve for the next academic year, which is July 1, 2024 to June 30, 2025.

- a. Candidate Statement – Melinda Smith

Reising: Directed members' attention to the candidate statement for Melinda Smith for a second term as Faculty Council chair as seen in the agenda packet. Asked if there were additional nominations from the floor.

Reising: Hearing no other nominations, move to elect Smith as chair of Faculty Council for 2024-2025. Thanked Smith for serving.

2. Election – Faculty Council Vice Chair – Committee on Faculty Governance – Steve Reising, Chair
 - a. Candidate Statement – Joseph DiVerdi

Reising: Directed members' attention to the candidate statement for Joseph DiVerdi for vice chair of Faculty Council as seen in the agenda packet. Asked if there were additional nominations from the floor.

Reising: Hearing none, move to elect DiVerdi for the position of vice chair for next academic year. Thanked DiVerdi for serving.

3. Election – Faculty Council Representative to the Board of Governors – Committee on Faculty Governance – Steve Reising, Chair
 - a. Candidate Statement – Jennifer Martin

Reising: Directed members' attention to the candidate statement for Jennifer Martin for the Board of Governors representative as seen in the agenda packet. Reminded members that this position is limited by state law for a two (2) years maximum. Asked if there were additional nominations from the floor.

Reising: Hearing none, move to elect Martin as the next Board of Governors representative. Thanked Martin for serving.

4. Election – Faculty Representatives to Faculty Council Standing Committees—Committee on Faculty Governance – Steve Reising, Chair

Reising: On behalf of the Committee on Faculty Governance, move to nominate the two (2) candidates for the Committee on Faculty Governance and the Committee on Teaching and Learning. We will have more elections in the coming months.

Chair Smith: Requested a vote in the chat using Microsoft Forms.

Motion approved.

5. Proposed Revisions to CSU Undergraduate Certificate Definition – University Curriculum Committee – Brad Goetz, Chair

Brad Goetz: On behalf of the University Curriculum Committee, move that Faculty Council considers the changes to the Undergraduate Certificate policy as seen in the agenda packet.

Chair Smith: Asked if Associate Vice Provost Andrea Duffy would be willing to speak to this as someone who has been working on these revisions, to provide some background rationale for the proposed change.

Associate Vice Provost Andrea Duffy: Thanked Chair Smith and Faculty Council for the time. What we are trying to do is broaden the definition of undergraduate certificates at CSU to provide the capability for offering certificates to non-degree seeking students, as well as to provide the opportunity to create and innovate certificates in areas of need.

Associate Vice Provost Duffy: Students and employers know that microcredentials, meaning certificates and other kinds of bite-size credentials, are valuable for obtaining a career. Certificates are the most effective when they meet all or many of these criteria, which includes credit-bearing, transcriptable, standalone, accessible, right-sized, stackable for degrees, flexible, skills-based, and industry-aligned. What we are trying to do with our revised certificate definition is support our access mission, promote student success and career readiness, provide

opportunities for academic innovation and creativity, funding and resources, contribute to Colorado workforce development, and support state interests and national trends. This was a trend we were seeing across the country and has full support at the state level. Think it also emphasizes the importance of higher education.

Associate Vice Provost Duffy: Directed members' attention to the main changes. We added some language at the front end to frame what we mean by "certificates" at Colorado State University, because that definition varies widely across institutions. We wanted to broaden the definition to include any academic unit, and we are also broadening the range of credits within a certificate and removing the former requirement that there must be at least nine (9) credits of upper division coursework. All these changes make certificates potentially more accessible to non-degree seeking students, as well as providing innovation and flexibility in certificate proposals aimed at degree-seeking students and current students. Think this update definition will serve current students, as well as prospective non-degree seeking learners.

Chair Smith: Thanked Associate Vice Provost Duffy. Asked if there were any questions.

Craig Partridge: Asked for clarification that the University Curriculum Committee needs to approve any certificates. Asked: This proposed change makes it possible for any academic unit to propose a certificate, which creates the possibility that an academic unit could propose a certificate using courses from another academic unit, who may not have the resources to support the certificate, correct? Am assuming this will get caught in the University Curriculum Committee evaluation.

Associate Vice Provost Duffy: We are not proposing any changes to the workflow or curricular review of certificates. If we move forward with standalone certificates or certificates to non-degree seeking students, we will probably have additional steps in that workflow, but we are not proposing any changes to that right now. The University Curriculum Committee will continue to measure the efficacy and feasibility of certificates, just as it has always handled them, since we already have undergraduate certificate courses in multiple disciplines.

Associate Vice Provost Duffy: Responded to a question in the chat asking whether a certificate-seeking student would qualify for financial aid. The answer is that some will, if we are talking about degree-seeking students, just as they do for financial aid in general. For non-degree seeking students, it must be a certificate program that has qualified for federal aid, which requires additional steps, and it also requires that it be sixteen (16) or more credits. That is one reason we wanted to raise the number of credits so that we can offer some standalone certificates down the road that may be eligible for financial aid. There were also questions in previous discussions about this about whether non-degree seeking learning enrolled in certificates might take away financial aid resources from degree-seeking students, and the Office of Financial Aid has confirmed that this would not be the case.

Blake Naughton: Curious about the part about admission. Asked: When you are divorcing certificates from baccalaureate admission processes, how are setting criteria for admissions? For graduate level certificates, the departments make the criteria for admission largely, whereas the

undergraduate is a centralized operation. Wondering whether we are allowing for a different admission standard and process for short course certificate admission.

Associate Vice Provost Duffy: This is the kinds of nuts-and-bolts issues that relate to process that we hope to work out through charging a task force on undergraduate certificates policy and process. Having met multiple times with admissions, the Office of the Registrar, and the graduate program, the Admissions Office is ready to create a new category for non-degree seeking students and we need to identify what kind of criteria we want them to meet and if there is an application fee. Those are the kinds of details we will need to work out, but it will likely be a separate category. It will be similar to guest student status, but probably with some additional criteria and more streamlined than the admissions process for a degree-seeking student.

Naughton: Faculty Council needs to understand that this is putting a huge pin in it to say we do not yet have criteria for admission to undergraduate certificate programs, and that those criteria for admission might be different from our criteria for admission to a baccalaureate program. That we, as faculty, have not determined what we want for admission is big step that we can tackle. Am supportive of everything said here about the changes to the criteria or structure of undergraduate certificates but am hesitant about the aspect of faculty not having a real definitive voice about what we consider to be criteria for admission to an undergraduate certificate program. Would suggest that Faculty Council take that on before approving this.

Associate Vice Provost Duffy: Expressed agreement. Have been working on this for a year and there are various steps. Right now, we are asking Faculty Council to look at the definition that will go into the General Catalog. We are not planning to offer any standalone certificates until we have worked out the admissions process and other details relating to process and policy. This is just one step toward paving the way to being able to offer standalone certificates at the undergraduate level, as we have already done at the graduate level. Think those things will be worked out with a task force and significant input from faculty as well.

Chair Smith: There is a question from Mary Van Buren in the chat asking why Faculty Council is being asked to approve this before the admissions criteria is developed. Asked if Associate Vice Provost Duffy wanted to speak to this.

Associate Vice Provost Duffy: Think this relates to what was just said. There is a little bit of a chicken and egg thing going on here. It is important to consider this as a multi-stage initiative. Broadening our definition is just one stage in that initiative.

Chair Smith: Expressed agreement and appreciate concern raised about the policy piece of this. The definition piece is just the first part of the process of trying to establish policies and procedures for approval and implementation of these kinds of standalone certificates. Emphasized that more work will need to be done to consider how these kinds of certificates will come to life. Will work with Associate Vice Provost Duffy and others on implementing a task force to tackle this important issue.

Joseph DiVerdi: Asked: When admission requirements for undergraduate and graduate students change, where does Faculty Council weigh in? Think it would satisfy all the existing questions if

we were to hear that Faculty Council will get to weigh in on the approval of the admissions process for these. Indicated that no response was necessary.

Associate Vice Provost Duffy: Expressed agreement.

Antonio Pedros-Gascon: Would like to reiterate the concern expressed by Van Buren. Not long ago, we had a similar situation of approving something before we had been presented a more thorough understanding. Think it is bad procedure that we should be asked to vote on specific wordings and create a task force on something we have already voted on. Wondering as well if we have assessed the impact that this measure may have on our current course offerings or enrollments, since that is a clear concern of faculty.

Associate Vice Provost Duffy: Think the conversation is focusing on standalone certificates, and certainly broadening this definition is paving the way to offer standalone certificates, but we are not there yet. What we are looking for today, for the purposes of Faculty Council, is broadening our definition of undergraduate certificates, and broadening the language that goes into the General Catalog so that we can do innovative things. There are many steps to this process. Expressed appreciation for all the feedback and questions, and they will be good things for the task force to consider.

Rob Mitchell: Asked what has been seen at other universities in Colorado and beyond, and what the potential costs would be of going slowly on this.

Associate Vice Provost Duffy: Think this also speaks to the other part of Pedros-Gascon's question in terms of how we looked at the impact of these. Just broadening the definition of undergraduate certificates provides us the opportunity to create applicable skills, focused, industry-aligned certificates for our current and prospective students. This will help us attract students; students we are now losing to many of our peer institutions who are way ahead of us in this space. Expressed concern that if we do not move forward with offering certificates and other microcredentials, not just to non-degree seeking students, but also providing milestones and highlight applicable skills for our current students, we are going to lose students and become less relevant as an institution. Think this is an important initiative. Happy to share the data showing the value and appeal of microcredentials at our peer institutions and nationally.

Andrew Norton: The question was raised about the role of Faculty Council in setting admission standards. If you look in Section C.2.1.2 of the Manual, titled "Powers and Responsibilities," it indicates that one of Faculty Council's purposes is to set minimum standards for admission to the undergraduate colleges and the Graduate School. Think Faculty Council has a primary role in that, although legally the Board of Governors will do what they want to do. Our agreement with the Board of Governors is that we set standards for admission and the curriculum and graduation criteria and so forth. It is all part of the same basic function of Faculty Council.

Jennifer Martin: Spoke in favor of this proposal. We are actively losing students because of the absence of this opportunity here at CSU. Applaud our institution for being innovative and not letting perfect be the enemy of good and recognizing that this is a big advancement for the next

generation of a land-grant institution. Think this will make us competitive with our peer institutions.

Chair Smith: Thanked Associate Vice Provost Duffy. Hearing no further questions, requested a vote in the chat using Microsoft Forms.

Motion approved.

6. Proposed Revisions to Section E.2.2.7.1 of the Academic Faculty and Administrative Professional Manual – Committee on Teaching and Learning – Lumina Albert, Chair

Lumina Albert: This motion is regarding the expansion of the eligibility criteria for the University's Distinguished Teaching Scholars title. According to current language, only persons holding tenure at CSU are eligible. Our motion is to expand eligibility criteria to include tenure-track, as well as continuing and contract faculty, in addition to tenured faculty. This change is being proposed to be inclusive and to recognize outstanding teachers who hold continuing, contract, tenure-track, and tenured positions.

Chair Smith: Thanked Albert. Asked if there was any discussion of the motion.

DiVerdi: Spoke in favor of this motion. This is a long time coming. The people on the Committee on Non-Tenure Track Faculty and others have worked for a long time to correct this and we appreciate the appearance of this amendment.

Chair Smith: Hearing no further discussion, requested a vote in the chat using Microsoft Forms.

Motion approved.

F. PRESIDENT'S REPORT – President Amy Parsons

President Amy Parsons: Just returned from India. It was an amazing trip with a great group of faculty and researchers. Thanked the Office of International Programs for working hard to put that trip together. Many of the faculty on the trip have been working with these universities for a long time, and they were ready for our large delegation to travel over there and sign important Memorandums of Understanding, letters of intent, and to continue to create connections faculty to faculty, as well as research collaborations and explore student exchanges as well. There were a lot of creative ideas and progress out of this trip. Was traveling with faculty from the College of Veterinary Medicine and Biomedical Sciences, College of Engineering, the Energy Institute, the College of Business, and the College of Natural Sciences. We were well-represented as a group. We came back energized about the opportunities and collaborations that we explored there, and we are excited to dial up some of those university partnerships that we explored.

President Parsons: Yesterday, we had a wonderful celebration of our First-Generation Award students. It was celebrating forty (40) years of CSU rewarding scholarships to first-generation students. We were the first university in the country to do that. Last night, we had many of the

founding faculty and administrators who created that idea and have been sustaining it over the last four (4) decades.

President Parsons: A recommendation came forward to approve revisions to Section E.6 of the Academic Faculty and Administrative Professional Manual, which would allow the extension of faculty contracts to five (5) years. This is one we are prepared to support, just to give the deans and others this tool in their toolbox. It is not required and is optional, so we think this is a good thing to go ahead and approve.

President Parsons: In terms of budget, this is potentially the most frustrating time of year when it comes to budget because we do not have any more new information than we did two (2) months ago. The state budgets are still what they are. We anticipate understanding more about state investment by the end of the month. In the meantime, we continue to plan for the different scenarios. Provost Marion Underwood and Vice President Brendan Hanlon and others have been working diligently with all the deans' offices and vice president offices to look through both our cut scenarios as well as revenue opportunities. They have sent revisions back to all those leaders to continue to revise and look at those. Once they get the revisions, will see those presentations at the end of March and beginning of April. We will be going through those, and by that time, we will have a better indication from the state of which way we want to go.

President Parsons: Vice President Hanlon walked Faculty Council through the incremental budget and the E&G budget, which was presented to the Board of Governors, is still the best information we have right now until these other bits of information come through. We are still planning to continue prioritizing compensation, even if it is at the 1% level. We do not want to fall any further behind on that, so we want to hold to it if we can. Another important piece of good news is that the state is willing to fund at least some portion of our veterinary hospital project. It is still working its way through, but it looks very promising. With the state investment at \$50 million, as well as all the good philanthropy work and the increased revenue this will create, feel this project is moving in a positive direction.

President Parsons: With regards to personnel, we made a change to one of our leadership positions, Athletics Director Joe Parker, and have installed an interim Athletics Director, John Weber. Have not decided on the timing of that search to fill this position but will do so by the end of this fiscal year. Will keep everyone post on what will happen with this position.

President Parsons: It will probably come as no surprise to anyone that universities across the country are struggling with the new FAFSA form, which is not ready yet. We are unable to award our financial aid packages to our newly admitted students. We have pushed our enrollment deadline from May 1st to June 1st. Most universities are doing something similar while waiting for financial aid information to come in from the Department of Education. It looks like that will start rolling this month and we will be able to hold that deadline. It does not affect continuing undergraduate students or graduate and professional students. It only affects first-year students, so we are doing everything we can to work with incoming families, and as soon as that information comes in from the Department of Education, we will be quickly working through that backlog and get up to speed awarding those financial aid packages and getting those students enrolled.

President Parsons: Want to extend a few invitations as part of the democracy initiative. We are having the President of Johns Hopkins University, Ron Daniels, coming to CSU on April 18th. Would appreciate as many faculty, leadership, and Faculty Council members participating as possible on that day. We will be hosting a larger CSU and community fireside chat about President Daniels new book, which is called “What Universities Owe Democracy.” Encouraged members to read this book before President Daniels’ visit. President Daniels will be spending time with students to go through the book and we will have a big community event. There is a specific event for faculty, which is a lunch that day, from 12:15 p.m. to 1:45 p.m. in the Lory Student Center. Provided a [link to the invitation](#) in the chat.

President Parsons: We also have a First Amendment panel on March 25th that will discuss what the First Amendment means at CSU. We have a democracy summit the week of April 9th, with a keynote conversation with Kamau Bell on race, culture, and democracy.

President Parsons: Would like to also talk about commencement. We have been discussing this with deans, Faculty Council leadership, and other people about how we might want to do commencement going forward. As everyone knows, we have somewhat identical ceremonies in both December and May, and some colleges are outgrowing Moby Arena. A group has been looking at how other universities of similar size do this and what best practices would be, as well as the pros and cons of different ways of doing commencement. The recommendation coming forward is that we primarily fold the December commencement into one big ceremony in May that we hold at Canvas Stadium. This is a common model and is built around a lot of traditions on campus. Rather by college, individual departments can have ceremonies where they recognize students by name, and their families get to meet the faculty and department, and it is a more meaningful and intimate ceremony. Am supportive of this recommendation and the traditions we can build around it. There is more planning to go into this, and this decision will not affect this coming commencement in the spring. Will see more information about this and am happy to engage in dialogue.

Chair Smith: Would like to ask about the strategic vision for the Athletics program, with respect to the changing landscape that is occurring with Name, Image, Likeness (NIL), the transfer portal, and other things, as well as the changing demographic of students. Thinking about how there will be students taking standalone certificates and things like that, wondering how these might impact the future of athletics and how we envision athletics.

President Parsons: As was mentioned, there have been more changes in the landscape of collegiate athletics in the last two (2) years than we have had in the last twenty (20) years combined. There are lawsuits at the federal and state level, there are changes working through Congress and through the NCAA, various committees about how we are handling transfer portals and how we are handling NIL. There are some new rulings that might require us to start considering student athletes as employees going forward. There are so many changes afoot right now that it is difficult to create a strategic plan because we do not know what waters we are navigating yet. We have to be nimble. Will be in a board meeting next week with all the Mountain West presidents and our commissioner going through all these changes to help inform us how to have a strategic plan going forward. We have to be ready to play the game handed to us, whether we agree or not, so that our students are on a level playing field with their peers, and

it is tricky to navigate. We always aspire to play at the highest levels of Division I and compete well and win championships within the Mountain West. We are proud of our students. Currently putting together a strong leadership team to position us well to navigate these changes going forward and to continue to compete at the highest level.

President Parsons: We are known at CSU for treating our students well and treating the whole student. Not sure how the changing student demographics will change our athletics, but what we need to do is continue to listen to our students. Will be meeting with our student athlete representatives tomorrow. These are the elected athletes from each sport who speak to us about their concerns, issues, and desires. Am hearing directly from student athletes on what they want in a strategic plan in athletics, and that is our most important voice. Taking all this into consideration, think this will be a good path forward. It is exhausting trying to keep up with the daily changes that are happening in the landscape across the country and figuring out what affects us. There will be more to come.

Chair Smith: Thanked President Parsons. It would be great to hear more about this in the future. Will speak on behalf of the Faculty Council officers and Executive Committee, and more generally from Faculty Council, that we care deeply about our student athletes, and we recognize the important role they play at the University. One of the push and pull pieces of this is the investment we put into the Athletics program and thinking about this with respect to the upcoming budget cuts. Asked if President Parsons could speak about priorities in place, and as we think about these upcoming budget cuts, whether they will be impacting all the administrative units, including the Athletics department.

President Parsons: They are impacting all administrative units. Athletics is going through the same cut scenarios as everyone else. Vice President Hanlon has been meeting with interim Athletic Director Weber to get him up to speed on what he needs to do and the state of the budget. Have not seen the scenarios yet and what they are proposing to cut over there but will be seeing them over the coming months. Working with own office on our cut scenarios, so those will all come forward by the end of the month, or first week of April.

Chair Smith: Thanked President Parsons. Asked if there were other questions.

Pedros-Gascon: Would like to transmit that there is an understanding among faculty that administration has been growing exponentially, at a rate that faculty lines have not grown. The investment and amount of money that is being spent on paying administration has skyrocketed compared to the amount of money being spent on the teaching mission. Expressed hope that this is something President Parsons can understand and be sensitive of, because it is concerning that the upper administration of the institution has metastasized to levels that are hardly sustainable for an institution of this size.

President Parsons: Thanked Pedros-Gascon. Am working with Vice President Hanlon to understand what happened with the budget here at CSU over the last few years, as well as identify areas of growth and areas of strategic cuts to keep the priority on the academic side.

Chair Smith: Hearing no further questions, thanked President Parsons for the report.

G. PROVOST/EXECUTIVE VICE PRESIDENT REPORT – Provost Marion Underwood

Provost Marion Underwood: The three (3) leadership searches that are active now have active websites linked to the Provost's website. The position for the dean of the College of Liberal Arts went live last week, and the job position is now posted along with the timeline. The application deadline for that position is March 24th, and the search committee anticipates semifinalist interviews in early April. The deadline for the dean of the College of Agricultural Sciences closed on February 9th and semifinalist interviews are expected to begin soon. The Vice Provost for Undergraduate Affairs position had more than one hundred (100) applications that met the full criteria, and the deadline for full consideration was on February 25th. That committee is meeting this week to select semifinalists, and interviews will likely happen after spring break, with on-campus interviews for finalists in late March and early April.

Provost Underwood: Students received an email yesterday encouraging them to consider summer session. Summer session enrollment begins on March 19th, right after spring break. Summer session provides opportunity for student success, to generate net revenue, and an opportunity for faculty that wish to earn supplemental pay. Our numbers of those enrolled in summer session has increased steadily in recent years. Last year's summer session showed a 5.3% increase in undergraduate student credit hours over 2022. There is good evidence that summer classes benefit students academically, especially students on academic probations, who have had positive impacts with summer enrollment. Summer enrollment fosters student success, taking fewer classes over shorter terms, and helps them focus more deeply on coursework and improve their GPA. The summer session also opens up opportunities for more experiential learning, study abroad, research in lab, artistry, and internships. Encouraged faculty to have their students consider summer session.

Provost Underwood: Have some points of pride to share and want to acknowledge a few amazing acts of excellence. University Distinguished Professors Sonia Kriedenweis and Jorge Rocca have been elected to the National Academy of Engineering, which honors those who have made outstanding contributions to engineering, research, practice or education. Professors Dean Hendrickson and Melissa Reynolds have been named as members of the National Academic of Inventors. This honor recognizes faculty, scientists, and administrators who foster a spirit of innovation within their communities and institutions, while educating and mentoring the next generation of inventors. Congratulated these four (4) new National Academy members.

Provost Underwood: Colorado State University was named in late January as a key leader in a \$160 million National Science Foundation-funded climate, community, and technology initiative. The Colorado-Wyoming partnership, called the CO-WY Engine, will initially receive funds from the National Science Foundation to launch a climate solutions and clean energy innovation hub aimed at expanding startup ideas to measurable cut greenhouse gases. Congratulated members of the CSU Energy Institute and affiliated faculty in the Walter Scott Jr. College of Engineering that were central in securing this project. Congratulated Vice President for Inclusive Excellence Kauline Cipriani, who has been named the Chief Diversity Officer for this project.

Provost Underwood: For the third year in a row, CSU has been recognized by the U.S. Department of State as being on of the institutions with the highest number of faculty and administrators selected for the Fulbright U.S. Scholars Program. The 2023-2024 cohort of the eight (8) Fulbright Scholars from CSU can be found on this website: [Colorado State University is a top producer of Fulbright U.S. Scholars \(colostate.edu\)](https://colostate.edu/fulbright).

Provost Underwood: Would like to highlight the Best Teacher Awards for 2024. Research, scholarship, and artistry are critical to our mission and success, but our standing as a top public university equally relies on the outstanding caliber of our teachers. [The six \(6\) individuals who received this honor](#) represent five (5) colleges and six (6) departments across the University.

Provost Underwood: These points of pride bring wonderful recognition to the individual recipients, but they also bring so much pride and distinction to our University. There is incredible dedication and hard work at this institution to serve our students and to serve all our missions. We celebrate these prestigious recognitions, but we also remember that much of what our faculty and staff do every day is not awarded with a title or public accolade. Thanked all the faculty, staff, and students who give great effort daily to achieve this institution's excellence.

Provost Underwood: Have had the honor and privilege to come to the standing meetings of Executive Committee of the Faculty Council. It is very helpful to meet with Faculty Council leaders who care deeply about principles and best practices of shared governance and ensuring that faculty voices are heard in the University's policymaking. Care deeply about shared governance and the collaboration. Expressed appreciation for ability to meet with you all regularly. Some of the issues we have discussed in Executive Committee include the FY25 budget and the conversations among the deans to share their reduction scenarios to ensure that colleges were not hurting other colleges' students success or other faculty members' opportunities. We have had a lot of discussions about the budget and budget redesign initiative and emerging priorities for the academic enterprise. We have discussed some possible pilot changes in the latter parts of the promotion and tenure process to invite more faculty input at the latter stage of those procedures. We have also discussed bringing academic analytics back to Colorado State University to help faculty and the University get the recognition they deserve.

Provost Underwood: Vice Provost for Faculty Affairs Susan James is here to provide an update on the Faculty Success Program.

Vice Provost Susan James: Indicated there are resources on the [Faculty Success website](#) that are available. We are planning another open public forum on the promotion and tenure process for faculty, which will take place on Thursday, April 18th from 9:00 a.m. to 10:30 a.m. This forum will be recorded and posted. This particular forum is aimed at our early-career faculty, whether they are continuing, contract, adjunct, or tenure-track. Provost Underwood will be in attendance, and we will talk about the future of the process and how to continue to improve it.

Vice Provost James: We also have an experiential learning series. You can register for that on the Faculty Success website. The next one is on Wednesday, March 27th. This is an interactive workshop that is based on extensive research and it helps show how equity issues can influence promotion along the academic path.

Vice Provost James: The Task Force on Faculty Workload Equity has finished visiting all the executive committees for all the colleges. They have sat down with the deans and all the department chairs and have received feedback from them on what they do right now to promote workload equity and areas where they may need help, as well as what resources they have found helpful that they want to share. We are putting together a list of resources and have started sharing them between colleges because they are learning from each other's best practices. We are also kicking off a couple pilots in a couple departments to work on workload equity, where we can help departments develop things like effort calculators for service and teaching.

Vice Provost James: Faculty Council has been supportive of this group. We will be sending a report to Faculty Council to provide information on what we have been going, as well as a detailed appendix that will have the various resources that we have developed.

Vice Provost James: We have also developed a Faculty Success blog, called "[Elevating Equity](#)." The blog posts are meant to be informative and educational and get people thinking more progressively and newly about faculty success and point people toward resources. If you would like to contribute to the blog, we would love to hear from you.

Chair Smith: Thanked Provost Underwood and Vice Provost James. Asked if there were any questions.

Antonio Pedros-Gascon: Thanked Provost Underwood and former Dean Benjamin Withers, as well as Dr. Jonathan Carlyon for being able to come to an agreement for a solution for the teaching load for Languages, Literatures, and cultures. Want to emphasize that there are still sixty (60) plus faculty in other departments that will eventually need this addressed when it comes to teaching loads.

Mary Van Buren: Asked what consulting firms we have employed to help us transition to a new budgetary model, and what the relationship is between their advice and the decisions that are made within the steering committee.

Provost Underwood: We have consulted with EAB. Some of the universities we have heard about nationally, for example West Virginia and University of North Carolina, have been working with a firm called RPK, which looks at universities' portfolios and makes recommendations for reductions to maximize their financial standing. Colorado State University is not working with any such consultant. We are instead working carefully with vice presidents and deans on modest reduction scenarios, done strategically and carefully to preserve our essential missions. The University does have a relationship with the firm called EAB that provides us with general advice with sound guidance based on national best practices from other universities that have gone through this process. They are not driving any of the decisions or telling us what to do. They are providing expert advice on what we might consider.

Van Buren: That is reassuring. Know the CSU has employed RPK in the past for a particularly initiative that they were engaged in. Happy to hear this response.

Mitchell: Indicated that EAB is a helpful part of this process. They are engaging and supportive around the steering committee to enable transparency and a process that is grounded in faculty governance and a process that can move forward in a way we feel confident with. EAB is not recommending specific decisions, but really sharing with us some of the things they have seen in terms of process and how to make it work.

Partridge: Think it is worth reminding people that Colorado State University is a unique institution, and that sometimes there is an instinct to look at our peers with the presumption that our peer's experience is ours.

Jennifer Martin: Want to speak to Van Buren's earlier question on the role of the consulting firm with the steering committee. To Partridge's comments, the steering committee has guided us that this has to be uniquely CSU. Being part of this process, have seen colleagues and the intentionality they are bringing to the conversation and saying that something that works for one institution may not necessarily work for us. That is really the interface of the consultants. We've seen suggestions from other institutions and the role the steering committee is playing in this process is being intentional and examining what is the best practice in this phase for CSU.

Chair Smith: Hearing no further questions, thanked Provost Underwood for the report.

H. REPORTS TO BE RECEIVED

1. Faculty Council Chair Report – Melinda Smith

Chair Smith: Directed members' attention to an important policy change that has been proposed, which has to do with the Inclement Weather policy. They are requesting feedback by March 10th. Encouraged members to carefully consider this policy change and to please provide feedback about this. The Administrative Professional Council has also sent this out to their council requesting feedback. Showed members the changes. The main change states that during inclement weather, when the University is closed, employees will be provided with administrative leave with pay during that time, except in situations where the employee is considered a hybrid or remote employee. We can see the implications of this and will point out that a primary implication of this is an equity issue. The impact of having to work when anyone that is in-person is given administrative leave creates an unequitable situation. Encouraged members to read the policy and provide feedback.

Chair Smith: The task force on interdisciplinary degrees is underway, and the co-chairs are Shawn Bingham and Sarah Badding. They will be sending out a survey to get feedback and insight from the CSU community about interdisciplinary undergraduate degrees and what people think. Encouraged members to complete this survey.

Chair Smith: We are in the process of initiating the task force on the Principles of Community, co-chaired by Lumina Albert and Jimena Breton. We put out a call for volunteers in February. Expressed appreciation for those that have volunteered, and you will be hearing from them soon about when that task force will be meeting.

Chair Smith: There are two (2) other task forces. One of them has to do with the changes in the definition of standalone certificates and working on the policies behind that. If you are interested in participating in such a task force, requested that members reach out. We are also exploring a task force on mentoring as well. That is in the early stages, so more information will come.

Chair Smith: Back in 2019, before COVID, the Committee on Teaching and Learning produced a report in response to feedback from the 2014 accreditation, noting the lack of institutional learning objectives. Faculty Council received that report, and then COVID happened. The institutional learning objectives can be found on the assessment website, but they were adopted without an actual vote from Faculty Council. That is one part of the motivation of this new special committee. Some would say that these institutional learning objectives are not being used in meaningful ways except with respect to student success, and it is certainly worth revisiting since it has been about five (5) years since they were formulated by the Committee on Teaching and Learning. This special committee would be tasked with considering what the best practices are for these kinds of institutional learning objectives and what they should be for CSU and how we can connect them to CSU's mission and provide a framework for decision-making around curriculum. This could be important when we think about the new budget model that will be put in place soon. Encouraged members to reach out if they are interested in getting involved.

Partridge: Would like to address the institutional learning objectives. If people are not aware of those, those departments doing self-studies are being encouraged to create what is called a "learning enhancement action project" for the department in which you were supposed to align with your own department objectives, learning objectives, and the University objectives. They are asking the departments to put some resources into this over the coming five (5) years. Where those resources will come from is unclear. Expressed appreciation for this being taken on.

2. Board of Governors Report – Andrew Norton

Norton: The February Board of Governors meeting was right after Faculty Council. The highlights from that meeting were a presentation on mental health services at the various campuses, which was requested by the current Board chair John Fischer. It is impressive what each campus is doing, and demand has skyrocketed in recent years. We are not keeping up with that, so that is something to think about for the future.

Norton: The second thing on the agenda was a redo of the 2022 "top of mind" survey. This is the CU System and CSU System getting together with market research groups and surveying the state about where the various universities stand and what people's positions are. The importance of affordable tuition has moved up. The impressions are positive, but they are slipping, and the reasons for that are pretty much the same we hear as part of the national narrative. The national narrative around political bias on campus comes up in the survey as a reason why is a bigger issue now. People also believe we are far too expensive, and the lack of value in the college degree, are all national things that are present here in Colorado as well. Interestingly, more than half of state residents think that the state should be paying more than 50% of the cost of an undergraduate education. Currently at CSU, it is around 28%.

Norton: Gave report as a review session of the last year and a half. Indicated to them that when salaries don't increase with the pace of inflation and we cannot fill positions and we lose people, the workload is put on the same or fewer number of people and create a spiral. When you couple this with budget reallocations and cutting, we end up cutting people. It is hard to look at the survey, where people think the state should be paying half the cost of education, and the state is not doing that. We are not in a statewide budget crisis, yet the governor's request is 2.9%, which the Board is sympathetic to. Am confident that the CSU people working with legislature will get us a better outcome.

Norton: Happy to report that Section J and Section K passed through their consent agenda without comment.

Norton: Another highlight was the budget and finance committee. Vice President Hanlon presented the latest version of the incremental budget that we had seen at Faculty Council a few days before. Vice President Hanlon was able to walk through it in great detail and assume we will be hearing from him again soon as we hear more from the state.

Van Buren: Asked if there was a way to get a list of how much the Board of Governors has had available to them in reserves for the last five (5) years and how they spent it.

Norton: Am working on this. We have also been having discussions about having a webpage on the Faculty Council website for budget resources, and this could be a section on that page. There is an article in the Chronicle of Higher Education that came out last week on what faculty need to know about campus budgets and budgeting processes to be effective. This page would contain all of the incremental budgets going back, and it would be interesting how those change from year to year. Am trying to track down the Board reports and these could be posted as well. This information is public by statute, but that does not necessarily mean we are doing a good job of making that available.

Van Buren: Indicated that there has been a lot of trouble finding minutes and information. It could be those decisions were made in executive session, but the information is not readily available.

Norton: The minutes will likely be sparse because they just need to record the results of the votes, but we have been approving minutes at the last few meetings, which we had not been doing. Expressed hope that these are getting better and there is more transparency around those issues.

Norton: If the Board books are public, they always have the incremental budget for everyone in the System, and there is always at least one workbook which reports on the reserves. We have been getting the reserves every month.

Naughton: Expressed appreciation that more transparency is being sought for this information. It should be clear to Faculty Council members that the Board of Governors sees a prospective version of the budget incrementally based on prior prospective versions of the budgets, and none of that is aligned with the actual version of where allocations end up going. We saw that in the

report that came out from the Athletics department, which demonstrated that a lot more funds are going into the Athletics department that is revealed in the incremental budget. Funds are reallocated toward different units based on deals of senior leadership allocating centrally reserved funds or other unspent funds, including funds that are told to the Board are being put in the fringe reserve, which we do not need because it is overfunded, and are reallocated by central administration. Tracking this through Board action masks a whole manner of millions of dollars of allocations that occur outside that process, which is why the incremental model is broken, and why the current attempts at building a new budget model misses the fact that there is still a lot of money that is not being allocated in that process. Expressed appreciation for trying to get this information out there.

3. Budget Model Redesign Update – Susan James, Vice Provost for Faculty Affairs

Vice Provost James: There was an email that came out from the Office of the Provost yesterday morning that has information regarding the budget model redesign. We are now in Phase Three of the design and the steering committee is trying to put together regular updates. Our steering committee has reviewed and evaluated commonalities. Uniqueness, and other institutions' models and is currently considering key provisions of an overall model for our institution, as well as broad-level assumptions that would drive various levers in the model. We have broken into subgroups within the steering committee, and we are looking at some of those metrics and talking about the pros and cons of various ways of doing this. We have not made any decisions. We are just exploring and deciding. We are hoping to make progress in the next month and feel we have great momentum.

I. DISCUSSION

Chair Smith: Hearing no further discussion, called the meeting adjourned.

Meeting was adjourned at 5:55 p.m.

Melinda Smith, Chair
Joseph DiVerdi, Vice Chair
Andrew Norton, BOG Representative
Amy Barkley, Executive Assistant

ATTENDANCE
BOLD INDICATES PRESENT AT MEETING
UNDERLINE INDICATES ABSENT AT MEETING
2023-2024

Chair: Melinda Smith

Vice-Chair: Joseph DiVerdi

Executive Assistant: Amy Barkley

BOG Representative: Andrew Norton

Professional Registered Parliamentarian: Lola Fehr

ELECTED MEMBERS	REPRESENTING	TERM
Agricultural Sciences		
Joshua Berning (substituting for Stephan Kroll)	Agricultural and Resource Economics	2025
Jennifer Martin	Animal Sciences	2024
Jane Stewart	Agricultural Biology	2024
Kelly Curl	Horticulture & Landscape Architecture	2025
Esten Mason	Soil and Crop Sciences	2026
Bradley Goetz	College-at-Large	2026
Andrew Norton	College-at-Large	2026
Health and Human Sciences		
Ruoh-Nan (Terry) Yan	Design and Merchandising	2024
<u>Jennifer Richards</u>	Health and Exercise Science	2025
Susan Baker	Food Science and Human Nutrition	2026
Blake Naughton	Human Development and Family Studies	2026
<u>Erin Arneson</u>	Construction Management	2024
Aaron Eakman	Occupational Therapy	2026
Sharon Anderson	School of Education	2024
Elizabeth Kiehne	School of Social Work	2025
Brian Butki	College-at-Large	2024
Business		
Nate Nguyen	Accounting	2026
<u>John Hoxmeier</u>	Computer Information Systems	2024
<u>Bharadwaj Kannan</u>	Finance and Real Estate	2025
Rob Mitchell	Management	2024
Jonathan Zhang	Marketing	2026
Engineering		
Peter Jan van Leeuwen	Atmospheric Science	2024
Ashok Prasad	Chemical and Biological Engineering	2025
<u>Hussam Mahmoud</u>	Civil and Environmental Engineering	2024
Steven Reising	Electrical and Computer Engineering	2025
Soheil Fatehiboroujeni	Mechanical Engineering	2026
Thomas Bradley	Systems Engineering	2026

Sybil Sharvelle	College-at-Large	2026
Pinar Omur-Ozbek	College-at-Large	2026
Liberal Arts		
Mary Van Buren	Anthropology & Geography	2026
<u>Marius Lehene</u>	Art & Art History	2025
(substituting for Mary-Ann Kokoska, Spring 2024)		
Mark Saunders	Communication Studies	2025
Ramaa Vasudevan	Economics	2024
(substituting for Anders Fremstad, on sabbatical 2023-2024)		
<u>Genesea Carter</u>	English	2026
<u>Maricela DeMirjyn</u>	Ethnic Studies	2025
<u>John Slater</u>	Languages, Literatures, and Cultures	2025
Tracy Brady	History	2026
Marilee Long	Journalism and Media Communication	2025
Madeline Harvey	Music, Theatre, and Dance	2025
Eirik Harris	Philosophy	2026
Marni Berg	Political Science	2024
<u>Laura Raynolds</u>	Sociology	2025
James Fielder		
(substituting for Alexandra Bernasek, Spring 2024)		
Antonio Pedros-Gascon	College-at-Large	2025
<u>Emily Morgan</u>	College-at-Large	2026
<u>Lisa Langstraat</u>	College-at-Large	2024
Allison Goar	College-at-Large	2024
Abigail Shupe	College-at-Large	2024
Sanam Emami	College-at-Large	2026
<u>Fabiola Ehlers-Zavala</u>	College-at-Large	2026
<u>Mohammed Hirchi</u>	College-at-Large	2026
Natural Resources		
Randall Boone	Ecosystem Science and Sustainability	2026
<u>Troy Ocheltree</u>	Forest and Rangeland Stewardship	2024
(substituting for Chad Hoffman, Spring 2024)		
<u>Joel Berger</u>	Fish, Wildlife, & Conservation Biology	2024
(substituting for Yoichiro Kanno, on sabbatical 2023-2024)		
William Sanford	Geosciences	2026
Christina Cavaliere	Human Dimensions of Natural Resources	2026
Natural Sciences		
Olve Peersen	Biochemistry & Molecular Biology	2025
Mike Antolin	Biology	2024
<u>Brittney Morgan</u>	Chemistry	2026
Craig Partridge	Computer Science	2026
Emily Hardegree-Ullman	Physics	2024

Silvia Canetto	Psychology	2025
<u>Ander Wilson</u>	Statistics	2025
Steve Benoit	Mathematics	2026
Alan Van Orden	College-at-Large	2026
James Liu	College-at-Large	2026
Kim Henry	College-at-Large	2026

Veterinary Medicine & Biomedical Sciences

DN Rao Veermachaneni	Biomedical Sciences	2025
Shari Lanning	Clinical Sciences	2025
Del Leary	Environmental & Radiological Health Sciences	2026
Tony Schountz	Microbiology, Immunology and Pathology	2024
<u>Katriana Popichak</u> (excused)	College-at-Large	2025
<u>Fiona Hollinshead</u>	College-at-Large	2025
Doreene Hyatt	College-at-Large	2024
<u>Tara Nordgren</u>	College-at-Large	2025
RoxAnn Karkoff-Schwiezer	College-at-Large	2026
Dan Regan	College-at-Large	2026
Zaid Abdo	College-at-Large	2025
<u>Brian Geiss</u>	College-at-Large	2025
Jennifer Rawlinson	College-at-Large	2026

University Libraries

Christine Pawliuk	Libraries	2025
--------------------------	-----------	------

Ex Officio Voting Members

Melinda Smith	Chair, Faculty Council/Executive Committee	2024
Joseph DiVerdi	Vice Chair, Faculty Council	2024
Andrew Norton	BOG Faculty Representative	2024
Steve Reising, Chair	Committee on Faculty Governance	2024
Gregg Griffenhagen, Chair	Committee on Information Technology	2024
Shane Kanatous, Chair	Committee on Intercollegiate Athletics	2024
<u>Jerry Magloughlin, Chair</u>	Committee on Libraries	2024
Ryan Brooks, Chair	Committee on Non-Tenure Track Faculty	2024
Jennifer Martin, Chair	Committee on Responsibilities and Standing of Academic Faculty	2024
William Sanford, Chair	Committee on Scholarship, Research, and Graduate Education	2024
<u>Alan Kennan, Chair</u>	Committee on Scholastic Standards	2024
<u>Gamze Cavdar, Chair</u>	Committee on Strategic and Financial Planning	2024
Lumina Albert, Chair	Committee on Teaching and Learning	2024
Peter Jan van Leeuwen, Co-Chair	Committee on University Programs	2024
<u>Tian Wang, Co-Chair</u>	Committee on University Programs	2024
Brad Goetz, Chair	University Curriculum Committee	2024
<u>Karen Thorsett-Hill</u>	Committee on Non-Tenure Track Faculty	2026
Thomas Conway	Committee on Non-Tenure Track Faculty	2024

Sean Bryan	Committee on Non-Tenure Track Faculty	2025
Ann Hess	Committee on Non-Tenure Track Faculty	2025
<u>Jennifer Reinke</u>	Committee on Non-Tenure Track Faculty	2025
Anna Ferri	Committee on Non-Tenure Track Faculty	2025
(substituting for Scott Wiebensohn, Spring 2024)		

Ex Officio Non-Voting Members

Amy Parsons	President
Rico Munn	Chief of Staff
Marion Underwood	Provost/Executive Vice President
Derek Dictson	Vice President for Advancement
James Pritchett	Vice President for Engagement & Extension
Kevin MacLennan	Interim Vice President for Enrollment and Access
TBD	Vice President for Equity, Equal Opportunity & Title IX
Susan James	Vice Provost for Faculty Affairs
Eric Ray	Vice President for Human Resources
Kauline Cipriani	Vice President for Inclusive Excellence
Brandon Bernier	Vice President for Information Technology
Kathleen Fairfax	Vice Provost for International Affairs
Laura Jensen	Vice Provost for Planning and Effectiveness
Cassandra Moseley	Vice President for Research
Blanche M. Hughes	Vice President for Student Affairs
Tom Siller	Interim Vice Provost for Undergraduate Affairs
Kyle Henley	Vice President for University Marketing & Communications
Brendan Hanlon	Vice President for University Operations
James Pritchett	Dean, College of Agricultural Sciences
Beth Walker	Dean, College of Business
Allen Robinson	Dean, College of Engineering
Lise Youngblade	Dean, College of Health and Human Sciences
Colleen Webb	Dean, Graduate School
Elissa Braunstein	Interim Dean, College of Liberal Arts
Karen Estlund	Dean, Libraries
Janice Neger	Dean, College of Natural Sciences
Susan VandeWoude	Dean, College of Vet. Medicine & Biomedical Sciences
A. Alonso Aguirre	Dean, Warner College of Natural Resources
Justin Schwendeman-Curtis	Administrative Professional Council
(substituting for Matt Klein, Chair of APC)	

UNIVERSITY CURRICULUM COMMITTEE MINUTES

A ‘virtual’ meeting of the University Curriculum Committee was held on **March 1, 2024** at 10:00 a.m. via Microsoft Teams.

The meeting adjourned at 12:02 p.m.

Minutes

The minutes of February 23, 2024 were approved via email on February 26, 2024.

Consent Agenda

The Consent Agenda was approved.

Please note: Approved curriculum changes are summarized below. Additional details may be viewed in the Curriculum Management (CIM) system by clicking on the hyperlinked course number or program title below. Once a course proposal is fully approved through the CIM workflow (approved proposal will be viewable under ‘History’ box on right side of CIM-Courses screen), the course should be available to be added to the Class Schedule in ARIES/Banner (contingent on the effective term approved by UCC and Scheduling deadlines).

Major Changes to Existing Courses			
Course #	Course Title	Notes/Changes	Effective Term
ART 314	Gender and Feminisms Women in Art History	<ul style="list-style-type: none"> • AUCC 4A and 4B justification updated in CIM • Edits to course title and abbreviated title • Edits to course description • Update of offering term: As Needed • Addition of prerequisite details • Updates to CLOs, assessment components, weekly schedule, and other info in CIM 	Fall 2024
ART 412	History of Italian Renaissance Art	<ul style="list-style-type: none"> • AUCC 4A and 4B justification updated in CIM • Edits to course title and abbreviated title • Edits to course description • Addition of prerequisite details • Edits to CLOs, assessment components, and weekly schedule 	Summer 2024
ATS 150	Science of Global Climate Change	<ul style="list-style-type: none"> • Proposed for AUCC 3A 	Fall 2024
ERHS 693E PSY 692D	Research Seminar: Occupational Health and Safety Industrial/Organizational Psychology	<ul style="list-style-type: none"> • Course number/subject code change • Credit change (from 1-3 variable to 1) • Change of College: CVMB Natural Sciences • Change of Department/Unit: 1681 – ERHS 1876 – Psychology • Edits to course title and subtopic title. • Edits to course description. • Edit to offering term: Fall Every • Addition of ‘credit not allowed’ statement with PSY 692D. 	Fall 2024

ESS 523A/ SOCR 523A	Environmental Data Science Applications: Introduction	<ul style="list-style-type: none"> • Dropping dual-listing with SOCR • Credit increase (from 3 to 5) • Changing from partial semester to full semester • Edits to offering term: Fall Spring • Edits to prerequisites: STAR 511 or STAT 158 or <u>STAT 301</u> 	Fall 2024
FSHN 461	<u>Global Nutrition</u> International Nutrition and Health	<ul style="list-style-type: none"> • Edits to course title and abbreviated title • Edits to course description • Addition of prereq: <u>FSHN 150</u> • Edit to universal restrictions: No Freshman; No Sophomore • Edit to Additional Reg. Info: <u>Credit allowed for only one of the following: FSHN 461 or FSHN 561. Junior standing</u> • Edits to CLOs, assessment components, weekly schedule, and other info in CIM 	Fall 2024
FSHN 561	<u>Global Nutrition Programs</u> International Nutrition Studies	<ul style="list-style-type: none"> • Edits to course title and abbreviated title • Edits to course description • Edit to offering year: <u>Odd</u> Even • Edit to Additional Reg. Info: Credit allowed for only one of the following: FSHN 461 or FSHN 561 or FSHN 661 • Edits to CLOs, assessment components, weekly schedule, and other info in CIM 	Fall 2024
FSHN 650A	Recent Developments in Human Nutrition: <u>Topics in Community Nutrition</u> Protein, Vitamins, and Minerals	<ul style="list-style-type: none"> • Edits to course title, subtopic title, and abbreviated title • Edits to course description • Edit to offering year: <u>Every</u> Even • Edit to schedule type: <u>Recitation</u> Lecture • Distance/Online added to instructional format • Edit to prerequisite: FSHN 550 • Edits to CLOs, assessment components, weekly schedule, and other info in CIM 	Fall 2024
SOCR 377/ AB 377	Geographic Information Systems in Agriculture	<ul style="list-style-type: none"> • Adding dual-listing with AB • Edits to course description and abbreviated title • Edits to prerequisite: CS 100 to 499 - at least 3 credits or SOCR 100 to 499 - at least 3 credits or <u>STAT 100 to 499 - at least 3 credits</u> • Added universal restriction: <u>No Freshman</u> • General CIMification <p><i>A CIM proposal needs to be submitted to add the CNA statement to SOCR 577.</i></p>	Fall 2024

New Courses

Course #	Course Title	Notes	Effective Term
BZ 339	Biology Field Practicum		Summer 2024
ECON 316	Behavioral Economics	Previously offered as experimental course ECON 381A3	Fall 2024

ESS 500	Integrated Ecosystem/ Sustainability Analysis	2 cr.; partial semester; Graduate only; previously offered as experimental course ESS 580A3	Fall 2024
FSHN 115	Health Equity	Proposed for AUCC 1C ; previously offered as experimental course FSHN 180A2	Fall 2024
FSHN 271	Integrative Wellness Coaching 1		Fall 2024
FSHN 272	Integrative Wellness Coaching 2		Spring 2025
FSHN 292	Careers in Nutrition Science Seminar	1 cr.	Fall 2024
FSHN 435	Lactation Benefits and Promotion	2 cr.; previously offered as experimental course FSHN 380A2	Summer 2024
FSHN 449	Pathophysiology of Nutrition-Related Diseases	Proposed for AUCC 4B ; 2 cr.; Undergraduate only	Fall 2024
FSHN 453	Biology of Body Weight Regulation		Spring 2025
FSHN 515	Advanced Health Equity		Fall 2024
FSHN 549	Advanced Pathophysiology-Nutrition Diseases	2 cr.; online only; Graduate only	Fall 2024
FTEC 115	Cultural Aspects of Fermented Foods	Proposed for AUCC 1C ; previously offered as experimental course FTEC 180A1	Fall 2024
MGT 341	Creating New Ventures	Online only. Non-Business Administration majors and non-Entrepreneurship and Innovation minors only.	Fall 2024
MIP 270	Microbial Sequence Analysis	Previously offered as experimental course MIP 280A4	Fall 2024
NR 534	Management for Conservation Projects	1 cr.; Graduate only	Fall 2024
NRRT 251	Coastal Wilderness Leadership – On Location	Partial semester (online sessions followed by a 10-day camping trip in Florida)	Spring 2025
PSY 311C	Basic Counseling Skills Laboratory: AAC	2 cr.; Junior standing; restricted to enrollment in Accelerated Addiction Counseling Concentration	Fall 2024
RRM 255	Introduction to Culinary Travel		Fall 2024
RRM 315	Foodservice Systems Purchasing and Operations		Fall 2024
WR 513	Water Sustainability in the Western US	Graduate only; Previously offered as experimental course WR 580A3	Fall 2024

Program Title Changes – New Undergraduate Concentrations

Program Title	Notes	Effective Term
<u>Major in Fermentation and Food Science</u>	Offered Main Campus Face-to-Face Placeholder program – a concentration must be selected to graduate.	Fall 2024
<u>Major in Fermentation and Food Science, Fermentation Science and Technology Concentration</u>	Offered Main Campus Face-to-Face AUCC 4A: FTEC 360 AUCC 4B: FTEC 350 AUCC 4C: FTEC 492	Fall 2024
<u>Major in Fermentation and Food Science, Food Science Concentration</u>	Offered Main Campus Face-to-Face AUCC 4A: FTEC 430 AUCC 4B: FTEC 447 AUCC 4C: FTEC 492	Fall 2024
<u>Major in Nutrition Science, Dietetics and Nutrition Management Concentration</u>	Offered Main Campus Face-to-Face AUCC 4A: FSHN 451 AUCC 4B: FSHN 450 AUCC 4C: FSHN 492	Fall 2024
<u>Major in Nutrition Science, Pre-Health Nutrition Concentration</u>	Offered Main Campus Face-to-Face. AUCC 4A: FSHN 459 AUCC 4B: FSHN 450 AUCC 4C: FSHN 492	Fall 2024
<u>Major in Nutrition Science, Sports Nutrition and Wellness Concentration</u>	Offered Main Campus Face-to-Face. AUCC 4A: FSHN 459 AUCC 4B: FSHN 449 AUCC 4C: FSHN 492	Fall 2024

Program Title Changes – Deactivations

Program Title	Notes	Last admit term	Last grad term
<u>FMST-BS: Major in Fermentation Science and Technology</u>	The Fermentation Science and Technology major and the Food Science concentration are merging to create the new Fermentation and Food Science major, which will offer a concentration in Fermentation Science and Technology. This will better align resources and curriculum for students and programmatic administrative support.	Summer 2024	Fall 2025
<u>NAFS-FSCZ-BS: Major in Nutrition and Food Science, Food Science Concentration</u>	The Fermentation Science and Technology major and the Food Science concentration are merging to create the new Fermentation and Food Science major, which will offer a concentration in Food Science. This will better align resources and curriculum for students as well as programmatic administrative support. Therefore, we are deactivating this concentration currently under the Nutrition and Food Science Major. The name of this major will be changed to remove Food Science.	Summer 2024	Spring 2027

NAFS-DNMZ-BS: Major in Nutrition and Food Science, Dietetics and Nutrition Management Concentration, Accredited Didactic Program Option	We are updating the title of the major to "Major in Nutrition Science," and submitting a new proposal for this concentration.	Summer 2024	Spring 2028
NAFS-NFTZ-BS: Major in Nutrition and Food Science, Nutrition and Fitness Concentration	A new version of this concentration has been submitted to remove food science from the major title, and update the title and program requirements to reflect our emphasis on sports nutrition and wellness coaching.	Summer 2024	Fall 2027
NAFS-PHNZ-BS: Major in Nutrition and Food Science, Pre-Health Nutrition Concentration	We are updating the title of the major to "Major in Nutrition Science," and submitting a new proposal for this concentration.	Summer 2024	Spring 2028

Program Deactivations			
Program Title	Notes	Last admit term	Last grad term
NAFS-DNMZ-BS: Major in Nutrition and Food Science, Dietetics and Nutrition Management Concentration, Childhood Nutrition Option	We are changing the name of the major to "Major in Nutrition Science" and streamlining the number of options to make the process less confusing for students. This specialization has consistently low enrollment, so we are proposing to deactivate.	Summer 2024	Spring 2028
NAFS-DNMZ-BS: Major in Nutrition and Food Science, Dietetics and Nutrition Management Concentration, Gerontology Nutrition Option	We are changing the name of the major to "Major in Nutrition Science" and streamlining the number of options to make the process less confusing for students. This specialization has consistently low enrollment, so we are proposing to deactivate.	Summer 2024	Spring 2028
NAFS-FSYZ-BS: Major in Nutrition and Food Science, Food Systems Concentration	We are restructuring this major to have a greater focus on nutrition science. This concentration has consistently low enrollment and does not fit well with the new direction of the major.	Summer 2024	Spring 2028

CONSENT AGENDA

Minor Changes to Existing Courses			
Course #	Course Title	Notes/Changes	Effective Term
MATH 156	Mathematics for Computational Science I	<ul style="list-style-type: none"> Edits to prerequisite (listed in Reg Info) to require minimum grade of B- rather than B AUCC 1B CLOs updated 	Fall 2024
MIP 618B	MIP Master's Seminar: Series B	Edit to prerequisites: None MIP618A	Fall 2024

Minutes approved by the University Curriculum Committee on 3/8/24.

Brad Goetz, Chair
Shelly Ellerby and Erin Niswender,
Curriculum & Catalog

UNIVERSITY CURRICULUM COMMITTEE MINUTES

A ‘virtual’ meeting of the University Curriculum Committee was held on **March 8, 2024** at 10:00 a.m. via Microsoft Teams.

The meeting adjourned at 10:48 a.m.

Minutes

The minutes of March 1, 2024 were approved.

Consent Agenda

The Consent Agenda was approved.

Please note: Approved curriculum changes are summarized below. Additional details may be viewed in the Curriculum Management (CIM) system by clicking on the hyperlinked course number or program title below. Once a course proposal is fully approved through the CIM workflow (approved proposal will be viewable under ‘History’ box on right side of CIM-Courses screen), the course should be available to be added to the Class Schedule in ARIES/Banner (contingent on the effective term approved by UCC and Scheduling deadlines).

Major Changes to Existing Courses			
Course #	Course Title	Notes/Changes	Effective Term
CBE 331	Momentum Transfer and Mechanical Separations	<ul style="list-style-type: none"> Add'l Reg. Info added: Credit allowed for only one of the following courses: CBE 331, CIVE 300, ENGR 342, or MECH 342. Updates to CLOs, assessment components, weekly schedule, and other info in CIM 	Fall 2024
CIVE 355	Introduction to Geotechnical Engineering	<ul style="list-style-type: none"> Edits to course title and abbreviated title Updates to CLOs, assessment components, weekly schedule, and other info in CIM 	Fall 2024
GEOL 124	Earth Resources and Sustainability Geology of Natural Resources	<ul style="list-style-type: none"> Edits to course title and abbreviated title Edits to course description 	Fall 2024
HDFS 607	Prevention Science Across the Lifespan	<ul style="list-style-type: none"> Change of schedule type/credit distribution (from lecture/recitation to lecture only) (2-0-1) to (3-0-0) Edit to offering term: Fall Fall, Summer Registration info removed: Must register for lecture and recitation. Edits to weekly schedule 	Fall 2024
RS 300	Rangeland Conservation and Stewardship	<ul style="list-style-type: none"> Edit to prerequisites: (BZ 120 or LIFE 102 or LIFE 103) and (F 209 or LAND 220 or LIFE 220 or LIFE 320) Updates to CLOs, assessment components, weekly schedule, and other info in CIM 	Fall 2024

New Course			
Course #	Course Title	Notes	Effective Term
KEY 175	Key Communities Diversity Inclusion and You	Proposed for AUCC 1C	Fall 2024

CONSENT AGENDA

Experimental Courses – 1st Offering

Course #	Course Title	Notes	Effective Term
AHS 280A1	Self-Identity and Perceptions of Others	Undergraduate only	Fall 2024
BZ 480A5	Viral Engineering		Fall 2024
MU 280A5	Music Therapy Practicum Preparation	2 cr.; Admission to the Music Therapy Concentration is required; S/U grading	Fall 2024
NR 480A3	Issues in Natural Resource Conservation	Undergraduate only	Fall 2024

Minor Changes to Existing Courses

Course #	Course Title	Notes/Changes	Effective Term
HDFS 609	Prevention Program Evaluation	<ul style="list-style-type: none"> Edit to offering year: Every Even Edit to offering term: Fall, Spring 	Fall 2024
STAT 384	Supervised College Teaching	<ul style="list-style-type: none"> Edit to prerequisite: STAT 341 342 	Fall 2024

Course Deactivations

Course #	Course Title	Notes	Effective Term
AM 240	Computer-Aided Apparel Design	Not referenced in any courses or programs.	Fall 2024
AM 243	Adobe Photoshop for Textile Design	This course is a prereq for AM 344, proposed for deactivation below.	Fall 2024
AM 344	Adobe Illustrator for Apparel Design	<p>This course is listed as one of the ‘Internship Alternative Courses’ in the Major in Apparel and Merchandising, Merchandising Concentration and the Major in Apparel and Merchandising, Product Development Concentration.</p> <p><i>C&C Unit will remove from the programs.</i></p>	Fall 2024
DM 573	Entrepreneurship Theories in Apparel & Design	Not referenced in any courses or programs.	Fall 2024
HES 650	Health Promotion Programming	Not referenced in any courses or programs.	Fall 2024

Minor Changes to Existing Programs

Program Title	Notes/Changes	Effective Term
BUSN-IMZ-MBA: Master of Business Administration, Impact Specialization	<ul style="list-style-type: none"> Updates to elective list 	Fall 2024
DTAF-CT: Graduate Certificate in Data Analysis	<ul style="list-style-type: none"> Updates to elective list 	Fall 2024

Minutes approved by the University Curriculum Committee on 3/22/24.

Brad Goetz, Chair
Shelly Ellerby and Erin Niswender,
Curriculum & Catalog

March 27, 2024

TO: Melinda Smith, Chair
Executive Committee and Faculty Council

FROM: Brad Goetz, Chair
University Curriculum Committee

SUBJECT: New Graduate Degree Program: **Major in Arts Management**

The University Curriculum Committee moves Faculty Council adopt the following:

A new Undergraduate Degree Program: Major in Arts Management, to be established effective Fall 2024 under the Arts Management Special Academic Unit.

According to the request submitted:

Program Description:

Arts Management applies business administration mechanisms and processes to the art world. It includes running the daily business operations of art institutions, either private or public.

An Arts Management Bachelor's degree encompasses the multifaceted management world within the arts and culture economies, businesses, organizations, arts-entities and arts policy centers. It is the study of management and administrative work in the nonprofit/for-profit, public, private, governmental, and entrepreneurial creative sectors. Studying this field will prepare students to create, lead, fund, develop, innovate, produce, and advocate for the arts and the communities in which they serve.

This degree equips students to lead arts organizations through our unique and innovative curriculum that reflects the realities of running arts organizations in the 21st Century. The Arts Management curriculum arms students with skills in financial management, leadership, the creative economy, social consciousness, equitable programming, marketing, non-profit management and entrepreneurship.

In addition to the program's foundational curriculum, students are able to have concentrations with other programs, creating an interdisciplinary program that can be curated by the student. Courses in Music Business, Cultural and Heritage studies, Theatre and Sport Management may be blended for a comprehensive and unique program of study.

Program Catalog Copy:

Arts Management at Colorado State University offers those passionate about the arts to be leaders in arts organizations and innovators in creating the next level of cultural management. Arts Management students explore all realms of the cultural sphere through the examination of economies, non-profit management, social impact, social justice, financial literacy and entrepreneurship in the arts.

The Bachelor of Arts in Arts Management is a professional degree designed to prepare students for careers in cultural institutions. In addition, students are encouraged to explore other interdisciplinary options to their studies through concentrations in Music Business, Museum Studies, Theatre Studies or through advanced study in the performing arts (Music, Theatre, Dance, Visual Art, Sports, etc) or other

majors. This program allows students to curate their program of students to shape their future careers in the field.

Rationale/Justification:

This program aims to help train intentional arts managers who lead, inspire and innovate.

Nationally, the creative industries represent 5 million jobs and \$919 billion in revenues. Within Colorado, the creative industries grew by 25% between 2010 and 2019 with an addition of 38K jobs and total revenues of \$31.6 billion in 2019. Arts Management is an established field of study with strong career opportunities for its graduates. With no options to study in this field in Colorado or the Mountain West, CSU is well poised to offer this unique and forward-thinking major that expands upon our successful Master's program.

Colorado State University has had an established program in Arts Leadership and Cultural Management since the development of a master's degree in 2015. We began (2007) as a collection of classes designed to help music performance majors build and develop skill sets in career-based activities, assuring their success in finding jobs in a flexible but often uncertain field. The minor, created in 2016, expanded these offerings to include a variety of arts majors (Theatre, Dance, Visual Arts) and other degrees, as this was a cross disciplinary minor. The Master's Degree in Arts Leadership and Cultural Management was created in 2016 and has been thriving as an online program and with a small cohort of residential students. This is a distinct program that puts emphasis on community collaboration and outreach as well as policy and cultural economies. A Bachelor of Arts in Arts Management will emphasize both components of career development with strong leadership principles and management skills for arts centered organizations, appropriate for a student who aspires to be a leader in the arts and culture sphere. The curricular requirements will help students develop engaged scholarship activities, understand inclusivity and ethics in the art, arts advocacy, arts business and entrepreneurial concepts, financial strategies and experiential opportunities in our communities. This will culminate in a final internship in which students are paired with arts organizations across Colorado or nationally, as desired.

The request was reviewed and approved by the University Curriculum Committee on 11/10/2023.

BALLOT
Academic Faculty Nominations to Faculty Council Standing Committees
April 2, 2024

COMMITTEE ON FACULTY GOVERNANCE

Term Expires

<u>MICHELLE WILDE</u> (Nominated by Committee on Faculty Governance)	Libraries	2027
---	-----------	------

COMMITTEE ON RESPONSIBILITIES AND STANDING OF ACADEMIC FACULTY

Term Expires

<u>MARK SHELSTAD</u> (Nominated by Committee on Faculty Governance)	Libraries	2027
--	-----------	------

COMMITTEE ON STRATEGIC AND FINANCIAL PLANNING

Term Expires

<u>LISA KUTCHER</u> (Nominated by Committee on Faculty Governance)	COB	2027
---	-----	------

COMMITTEE ON TEACHING AND LEARNING

Term Expires

<u>LUMINA ALBERT</u> (Nominated by Committee on Faculty Governance)	COB	2027
--	-----	------

COMMITTEE ON UNIVERSITY PROGRAMS

		<i>Term Expires</i>
<u>TIAN WANG</u> (Nominated by Committee on Faculty Governance)	COB	2027

MEMORANDUM

DATE: February 27, 2024

TO: Melinda Smith
Chair, Executive Committee and Faculty Council

FROM: Steven Reising
Chair, Committee on Faculty Governance

SUBJECT: Proposed revision to Section C.2.3.1 of the *ACADEMIC FACULTY AND ADMINISTRATIVE PROFESSIONAL MANUAL*

The Committee on Faculty Governance moves Faculty Council adopt the following amendment:

MOVED, THAT SECTION C.2.3.1 of the ACADEMIC FACULTY AND ADMINISTRATIVE PROFESSIONAL MANUAL BE AMENDED AS FOLLOWS:

Additions are underlined and in red; deletions are indicated by ~~strikeouts~~ in red.

C.2.3.1 Colleges and Academic Departments

The colleges, each organized under their respective academic dean, have general charge over their respective undergraduate and/or professional degree programs. These are:

- a. College of Agricultural Sciences (*last revised December 6, 2019*)
Comprising the Departments of Agricultural and Resource Economics; Animal Sciences; Agricultural Biology; Horticulture and Landscape Architecture; and Soil and Crop Sciences.
- b. College of Health and Human Sciences (*last revised February 6, 2013*)
Comprising the Departments of Construction Management; Design and Merchandising; Health and Exercise Science; Food Science and Human Nutrition; Human Development and Family Studies; Occupational Therapy; the School of Education; and the School of Social Work.
- c. College of Business
Comprising the Departments of Accounting; Computer Information Systems; Finance and Real Estate; Management; and Marketing.
- d. College of Engineering (*last revised January 27, 2006*)
Comprising the Departments of Atmospheric Science; Chemical and Biological Engineering; Civil and Environmental Engineering; Electrical and Computer Engineering; and Mechanical Engineering.

e. College of Liberal Arts (*last revised ~~March 31, 2019~~ xxx*)

Comprising the Departments of Anthropology and Geography.; Art and Art History; Communication Studies; Economics; English; ~~Ethnic Studies~~ Race, Gender, and Ethnic Studies; History; Journalism and Media Communication; Languages, Literatures and Cultures; Philosophy; Political Science; Sociology; and School of Music, Theatre, and Dance.

f. College of Natural Resources (*last revised June 21, 2011*)

Comprising the Departments of Ecosystem Science and Sustainability; Fish, Wildlife, and Conservation Biology; Forest and Rangeland Stewardship; Geosciences; and Human Dimensions of Natural Resources

g. College of Natural Sciences

Comprising the Departments of Biochemistry and Molecular Biology; Biology; Chemistry; Computer Science; Mathematics; Physics; Psychology; and Statistics.

h. College of Veterinary Medicine and Biomedical Sciences

Comprising the Departments of Biomedical Sciences; Clinical Sciences; Environmental and Radiological Health Sciences; and Microbiology, Immunology and Pathology.

Rationale:

The Department of Ethnic Studies unanimously agreed to a name change after months of conversations and student feedback. The new name, “Department of Race, Gender, and Ethnic Studies,” reflects student needs and interests, as well as faculty expertise. This name change also reflects our recent undergraduate curriculum revisions. By clearly articulating the Department’s expertise and strengths, the name change will help substantially with student recruitment and retention.

The name change reflects the department’s growth and its new identity as home to two disciplines, i.e., Ethnic Studies and Women’s and Gender Studies. The name change will align with departments elsewhere that offer a combination of similar programs. The University of Alabama, for example, is home to a Department of Gender and Race Studies; American University has a Department of Critical Race, Gender, and Culture Studies; and the University of Nevada houses the Department of Gender, Race, and Identity. The name change also lends strength to campus initiatives on race, inclusion, and diversity, as reflected in the University and College strategic plans. The name change will be an institutional asset and establish Colorado State University’s clear commitment to the study of Race, Gender, and Ethnic Studies.

Date: March 4, 2024

To: Melinda Smith
Chair, Faculty Council

From: Jennifer Martin
Chair, Committee on Responsibilities and Standing of Academic Faculty

Subject: **Faculty Manual Section F.3.7 Administrative Leave**

The Committee on Responsibilities and Standing of Academic Faculty submits the following:

MOVED, THAT SECTION F.3.7 OF THE ACADEMIC FACULTY AND ADMINISTRATIVE PROFESSIONAL MANUAL BE REVISED AS FOLLOWS:

F.3.7 Administrative Leave *[the original content is being moved to a new Section F.3.15]*

~~Ordinarily leaves of absence are not granted to administrative officers unless the granting of such leave is considered to be in the best interests of the University.~~

~~Requests for leave for administrative officers, without salary, are considered on their individual merits by the Office of the President of the University and by the Board. When granted, they are known as “administrative leaves.”~~

In extraordinary circumstances, as determined by a Dean, a Vice President, the Provost, the President, or an attorney in the Office of General Counsel, a faculty member or administrative professional (hereafter referred to as the “Employee”) may have their duties suspended and be placed on paid administrative leave by their supervisor or someone higher in their supervisory chain when it is determined that such action is in the best interests of the University in order to prevent harm to the University or to individuals associated with the University. Whenever possible, such a determination should be made in consultation with a Human Resources representative and/or a member of the Office of the General Counsel. Depending on the circumstances, the Employee may be prohibited from accessing all or part of CSU property.

The Vice President for Human Resources has the right to extend any of the deadlines described in Sections F.3.7.1 and F.3.7.2 when this is deemed to be necessary.

Within five (5) business days of being placed on administrative, the Employee will be notified in writing of this decision, the reason for it, and of any restrictions placed on the Employee. The Employee will also be notified in writing of their right to appeal this action through the process in Section F.3.7.1. This notification may be hand-delivered to the Employee or sent to the Employee by email to the Employee's official CSU email address. In the rare circumstance that the Employee's access to their CSU email has been terminated by the University, this notification may be mailed to the postal address on file with Human Resources.

All records related to the administrative leave will be maintained by the Vice President for Human Resources.

F.3.7.1 Paid Administrative Leave

If an Employee is placed on paid administrative leave, the Employee may request a review of this decision and of any restrictions placed on the Employee by the Administrative Leave Appeals Committee (hereafter referred to as the "Committee") that will consist of the Vice President for Human Resources, the University Grievance Officer, and either the Chair of the Faculty Council (if the Employee is a faculty member) or the Chair of the Administrative Professional Council (if the Employee is an administrative professional). This request for a review may be made at any time after ten (10) working days from the date that the Employee was placed on paid administrative leave. A request for review must be submitted in writing to the Vice President for Human Resources and set forth with specificity the reasons why the Employee believes that being placed on paid administrative leave is not appropriate and/or that certain restrictions placed on the Employee are not appropriate. The Employee may include additional information and/or documentation that the Employee believes is relevant. The Committee may ask the Employee and/or the person who placed the Employee on

paid administrative leave questions or request additional information, which the person(s) receiving the request(s) should provide promptly. Additionally, at its sole discretion, the Committee may decide to interview other parties with relevant knowledge. The Employee has the right to have an advisor present when they are interviewed by the Committee. This advisor may be legal counsel, and they may provide advice and assistance to the Employee throughout the proceedings, including assistance in formulating written documentation and preparing for oral presentations. However, the advisor may not participate actively in the proceedings, such as making objections or attempting to argue the case.

Within fifteen (15) working days of receipt of the request for a review, the Committee shall submit to the Provost its recommendation regarding the appropriateness of the decision to place the Employee on paid administrative leave and the appropriateness of the restrictions placed on the Employee. Within ten (10) working days, the Provost shall make a decision regarding whether or not the paid administrative leave should continue. This decision is final and shall be sent to the Employee, the Employee's supervisor, and the person who placed the Employee on paid administrative leave.

If the Provost decides that the paid administrative leave should continue, the Employee may request another review at any time after ninety (90) calendar days from the date of the decision by the Provost. This new review shall follow the same procedures as the initial review. Each time that the Provost decides that the paid administrative leave should continue, the Employee may request a new review at any time after ninety (90) calendar days from the date of the decision by the Provost.

If additional restrictions are placed on the Employee at a later date, the Employee will again be notified in writing of these new restrictions, and they may request a review of these new restrictions at any time after ten (10) working days from the date of notification of these new restrictions.

F.3.7.2 Unpaid Administrative Leave

An Employee who has been placed on paid administrative leave may instead be placed on unpaid administrative leave at the request of their supervisor or someone higher in their supervisory chain when it is determined that such action is in the best interests of the University. Such a determination should be made in consultation with a Human Resources representative and/or a member of the Office of the General Counsel. Depending on the circumstances, the Employee may be prohibited from accessing all or part of CSU property.

However, before the Employee is placed on unpaid administrative leave, the Employee must be notified in writing of the intent to place them on unpaid administrative leave and of their right to appeal this action through the process in Section F.3.7.2. This notification may be hand-delivered to the Employee or sent to the Employee by email to the Employee's official CSU email address. In the rare circumstance that the Employee's access to their CSU email has been terminated by the University, this notification may be mailed to the postal address on file with Human Resources.

The Employee shall be given ten (10) working days to submit this request for a review. The request for a review must be submitted in writing to the Vice President for Human Resources and set forth with specificity the reasons why the Employee believes that being placed on unpaid administrative leave is not appropriate. The Employee may include additional information and/or documentation that the Employee believes is relevant. The Committee may ask the Employee and/or the person requesting that the Employee be placed on unpaid administrative leave questions or request additional information, which the person(s) receiving the request(s) should provide promptly. Additionally, at its sole discretion, the Committee may decide to interview other parties with relevant knowledge. The Employee has the right to have an advisor present when they are interviewed by the Committee. This advisor may be legal counsel, and they may provide advice and assistance to the Employee throughout the proceedings, including assistance in formulating written documentation and preparing for oral

presentations. However, the advisor may not participate actively in the proceedings, such as making objections or attempting to argue the case.

Within fifteen (15) working days of receipt of the request for a review, the Committee shall submit to the Provost its recommendation regarding the appropriateness of the request to place the Employee on unpaid administrative. Within ten (10) working days, the Provost shall make a decision regarding whether or not the Employee shall be placed on unpaid administrative leave. This decision is final and shall be sent to the Employee, the Employee's supervisor, and the person who requested that the Employee be placed on unpaid administrative leave.

If the Provost decides that the unpaid administrative leave should continue, the Employee may request another review at any time after sixty (60) calendar days from the date of the decision by the Provost. This new review shall follow the same procedures as the initial review. Each time that the Provost decides that the unpaid administrative leave should continue, the Employee may request a new review at any time after sixty (60) calendar days from the date of the decision by the Provost.

Rationale: Employees have been placed on Administrative Leave and banned from campus without any chance to appeal this decision. In cases where allegations of criminal or unlawful conduct have been made, this Administrative Leave has sometimes continued for more than a year. This has the potential to devastate a person's research and professional career. The above language creates a process for an Employee to have a review of their placement on Administrative Leave and to have it continued to be reviewed periodically.

It is important to point out that being placed on administrative leave is not grievable. This is because filing a grievance would put the placement on administrative leave on hold until the grievance process is completed, which could

take several months. However, it is sometimes necessary to ban an Employee from campus immediately in order to prevent them from tampering with evidence (such as with allegations of Research Misconduct) or to protect other employees and students (such as with allegations of sexual misconduct or criminal activity).

Date: March 4, 2024

To: Melinda Smith
Chair, Faculty Council

From: Jennifer Martin
Chair, Committee on Responsibilities and Standing of Academic Faculty

Subject: **Faculty Manual Sections F.3.14 through F.3.17 Administrative Leave**

The Committee on Responsibilities and Standing of Academic Faculty submits the following:

MOVED, THAT SECTIONS F.3.14 THROUGH F.3.17 OF THE ACADEMIC FACULTY AND ADMINISTRATIVE PROFESSIONAL MANUAL BE REVISED AS FOLLOWS:

F.3.14 Special Leave *(last revised June 22, 2006)*

Any leave, with or without salary or expenses, that does not fall under one (1) of the categories found in the other sections of this *Manual*, shall be designated as a special leave. Each case shall be considered on its merits upon recommendation through administrative channels to the President.

F.3.15 Leave for Administrative Officers *[content moved here from Section F.3.7]*

Ordinarily leaves of absence are not granted to administrative officers unless the granting of such leave is considered to be in the best interests of the University.

Requests for leave for administrative officers, without salary, are considered on their individual merits by the Office of the President of the University and by the Board. When granted, they are ~~known as “administrative leaves.”~~ unpaid special leaves.

F.3.15~~6~~ University Closure

no change to content

F.3.16~~7~~ Parental Leave *(last revised August 5, 2016)*

no change to content

F.3.178 Catastrophic Circumstances Leave (*last revised August 5, 2016*)

no change to content

Rationale: These changes address the relocation of processes for 'Leave for Administrative Officers' from F.3.7. Additionally, the newly created F.3.15, which addresses leave for Administrative Officers removes the use of "Administrative Leave", which is now addressed in F.3.7. Following the addition of a new F.3.15, the remaining sections in this unit were renumbered.

Syllabus Bank

Feedback + Considerations

Different Professor = Different Syllabi

Searchable Responity allows for Professor Differentiation

Already Existing CSU Department

Existing CSU Banks = Difficult to find + not up to date (COVID)

Syllabus Bank

Caveats: Academic Freedom

Wholly agreed on by ASCSU + No complaints from Stanford Students

Intellectual Property

Stanford has it in Canvas. Canvas is behind a firewall. Additionally Caveat expressing to students the utmost confidentiality of these Syllabi.



ScreenCast

[2023-11-01_15-45-06 - TechSmith Screencast](#)

Stanford Syllabus Page

[Syllabus \(stanford.edu\)](#)

How to Add A Syllabus

[How do I add a syllabus? – Stanford University](#)

Links from slide:

ScreenCast

[2023-11-01_15-45-06 - TechSmith Screencast](#)

Stanford Syllabus Page

[Syllabus \(stanford.edu\)](#)

How to Add A Syllabus

[How do I add a syllabus? – Stanford University](#)

Currently

Campus Project Request Form

Currently Awaiting Response

Seeking Endorsement / Support