

To Faculty Council Members: Your critical study of these minutes is requested. If you find errors, please call, send a memorandum, or E-mail immediately to Rita Knoll, ext 1-5693.

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

MINUTES
Faculty Council Meeting
March 7, 2017– 4:00 p.m. – A101 BSB

CALL TO ORDER

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

ANNOUNCEMENTS

1. Next Faculty Council Meeting – April 4, 2017 – A101 BSB – 4 p.m.

Stromberger announced that the next Faculty Council meeting would be held on April 4, 2017 at 4:00 p.m. in A101 BSB.

2. Executive Committee Meeting Minutes located on FC website – January 24 and 31, 2017; February 14, 2017
(<http://facultycouncil.colostate.edu/faculty-council-meeting-dates-agendas-minutes/>)
3. Election of faculty to Faculty Council Standing Committees, University Grievance Panel, and University Disciplinary Panel – Committee on Faculty Governance – April 4, 2017
4. Standing Committee on the Status of Women Faculty forum on “Female Faculty’s Experiences and Perceptions of CSU Culture and Climate”, March 20, 2017 – 3:00-5:00 p.m., LSC Ballroom A.
5. Introduce Kathryn Rickard, Faculty Ombuds

Stromberger announced the new Faculty Council Ombuds – Kathryn Rickard, who attended today’s meeting. Rickard shared her philosophy as FC Ombuds.

Kathy is located in the General Services building; by the Testing center--on the edge of campus, room 316. Contact number: 491-5121. Please use her CSU email as well. Putting forward this position took a lot of effort...thank you. Philosophy: positive environment; productive in our work; fair and just process; respect for all; inclusiveness. An Ombuds is well situated to take these things into place. We advocate for a fair and just process. We don’t advocate for administration, or for groups at the university. We advocate for the process. I’ve been involved in training and met with the Colorado Ombuds group. Also in contact with other Ombuds at other universities. Met with different offices and roles across university re: climate at CSU. Also learned about procedures and formal processes. I’ve read a lot of documents from beginning to end, including the faculty Manual. My door is always open. I am eager and willing to meet

with those on an individual basis. I have always been honored to hear people's stories. I want the office to be safe and we are willing to serve others. I understand how conflict is escalated or how to deescalate it.

Marius Lehene (Art): Reading on the website, it looks like it's your responsibility to report patterns of issues that come to the administration. Would you do this for us in FC? Do you have the numbers?

Rickard: I will be able to report certain things--including to Faculty Council. We are starting to gather data through a new process. After a year, I will be able to answer better.

Marie Legare (CVMBS): Who does your position report to?

Rickard: Office of VP of Operations, and that goes back to the president.

Marius Lehene (Art): What is the relationship between the faculty Manual and harassment? Does the Manual supersede everything?

Rickard: That's a good question as well. The policies you are referring to are under review. These are new policies that are being taken very seriously. We have the faculty Manual that guides us.

Stromberger: Harassment in the Manual is specific to protected classes. Federal law supersedes policies in the Manual.

Antonio Pedros-Gascon (CoLA): Can you make an annual report to FC?

Rickard: The report will be handed to upper administration, but I would be happy to come back to FC and talk about it as well.

Stromberger: The UGO has a report in mid February. We will talk to see if Kathy can do something similar around the same time.

MINUTES TO BE APPROVED

1. Faculty Council Meeting Minutes – February 7, 2017

By unanimous consent, the minutes of the February 7, 2017 Faculty Council meeting were approved. The minutes will be placed on the FC website.

UNFINISHED BUSINESS

1. None.

REPORTS TO BE RECEIVED

1. Provost/Executive Vice President – Rick Miranda

Miranda reported on the following:

- a. State of university draft incremental budget. Things did change over last period. Mid-February we have spring semester census. This drives next year's projection for revenue. Since September, we have used fall actuals and spring estimates. We now have actual spring enrollments, which showed ~200 students less than we expected. This could be for a variety of reasons: could be more students graduated in December, falloff in retention, fewer new freshmen, fewer new transfer students, and international student enrollments may be less. We hope we didn't have a fall off in persistence. Bottom line, our actual tuition revenue for spring is a little less than predicted, of the order of one percent. One percent of our students as a loss adds up. There will be a couple million dollars less to work with next year. The budget was tight already.

So, here is the new incremental budget (budget shown on overhead). I moved the financial aid numbers from being in the 'expense' category to being a 'negative revenue' item: it's actually not really revenue that we collect after all. We have ~\$2 million less of new revenue in the E&G budget for next year. Of the expenditure categories, changes were made to 6 of 7 categories:

- Faculty-staff compensation is now \$1M less than was modeled previously (2.25% annual salary increase instead of 2.5% increase; state classified personnel salary increases remain at 2.5%),
- In academic incentive funding (2/3/6 money; half sent to colleges), \$500K of Provost's 1/6 fund will be taken off.
- Expenditures for multi-year strategic investments, and for quality enhancements, will each be reduced by \$500K,
- Mandatory expenses cannot be changed,
- \$500K will be added to budget from the reserve fund.
- The re-allocation exercise is now modeled at \$2M instead of \$3M. This will help offset the reductions in quality enhancements.

Final draft budget will be given to BOG in mid-April. We have about a month to make these final decisions. Numbers are still in play as we determine a way to make this budget optimal. Miranda is open to questions and suggestions from faculty.

Mary Meyer (Statistics): Reallocation? Is that the right word? Is this a budget cut?

Miranda: This would only be a budget cut if other revenues weren't being allocated to units. Virtually all academic units will increase – with salary

increases, 2-3-6 funds, differential tuition, quality enhancements, etc. Since the budget is aggregated, we are not tying a particular stream to a particular expense.

Mary Meyer (Statistics): Aren't you taking away funds?

Miranda: Not if you look at the total budget increases to the academic units.

Dan Turk (CoB): Would it be fair to indicate that the budget will increase two million (net)?

Rick: Yes. But it might be disingenuous. We will be asking certain divisions to cut some funds.

Antonio Pedros-Gascon (CoLA): It is my understanding that some units have a surplus and some don't. Do you think it is fair to subject to the same exercise units with surplus and those who don't, and have very limited resources and it represents a bigger impact on their budget?

Miranda: The academic units have access to some funds made available by policy – the variety of tuition sharing programs – so their budgets will increase with this plan. If we distributed a reallocation uniformly and give back to academics disproportionately, then you will see academics getting a higher proportionate amount, and non-academic divisions will receive a lower proportional amount.

Antonio Pedros-Gascon (CoLA): The exercise of having to identify things to cut eventually is exhausting us. The exercise is draining our own resources.

Don Estep: In the academics, does this impact service teaching?

Miranda: The 2/3/6 takes into effect all credit hours, not just service teaching.

Steve Reising (COB): Degree in uncertainty with salary increases for faculty and admin pro?

Miranda: We went from 2.5% to 2.25%. We have discretion in moving monies. The state appropriations increase will be determined in about two weeks. This budget version drops about a million of faculty/staff salary resources. We are expecting to get \$2.9 million from the state, but there is some risk there. The other thing at risk is the rate of undergraduate tuition may also be different and that would impact the budget. We don't know if the BOG will approve 5% tuition increase. But that is on the high side. They may not approve it.

Francesca: Will the drop in student enrollment be a trend?

Miranda: We don't know what fall enrollments will be re: international students. That is a big unknown. Our international office indicated that their students will go down. However, enrollment of domestic students may increase.

Toni-Lee Viney (APC): Salary piece: is this number related to state classified and AP?

Miranda: The state classified stay at 2.5%. \$750K is still in the faculty compensation (DCP) retirement benefit line.

Steve Reising (CoB): Suppose funding numbers go down with a couple million less?

Miranda: It's unknown. Colleges may need to pay faculty out of 2/3/6 money. Colleges are getting \$4 million + differential and graduate program sharing. The colleges have some ability to pay some bills. The Provost's office hasn't asked that before.

Don Estep (Chair, CoFG): May be good to ask department chairs what they have done? You might want to know the impact. Maybe these stories should be known. If reallocated, you may want departments to indicate the impact of reallocations.

Miranda: Thanks; we've asked for those types of reports in the past, yes.

Miranda's report was received.

2. Faculty Council Chair – Mary Stromberger

Stromberger reported on the following:

- a. The report on the long-term salary equity study is nearly finalized. The report will be released in late March/early April, and forums will be scheduled. Diana Prieto will provide a report to Faculty Council during the April 4 Faculty Council meeting. The report will be released to campus this month. Diana Prieto will be at the April FC meeting to answer questions. You will get multiple copies of this report.

Robert Keller (CoLA): Will this report be in time for the salary exercise?

Stromberger: Yes. It will be made in time and available for the salary exercise.

Dan Bush (VP for Faculty Affairs): Yes. We will talk about the statistical model that goes along with it.

- b. A revised draft of the Bullying Policy is being reviewed by CoRSAF. CoRSAF will provide feedback on the draft and will develop recommendations for next steps.

Stromberger's report was received.

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

Doherty reported the following: BOG will meet again on May 2-3, 2017. No new appointments from Governor re: representative.

Doherty's report was received.

CONSENT AGENDA

- 1. UCC Minutes – February 3, 10, 17, and 24, 2017
- 2. Approval of Degree Candidates – Spring and Summer Semesters

Carole Makela, Chair of University Curriculum Committee, moved that Faculty Council approve the consent agenda.

The consent agenda was unanimously approved by Faculty Council.

ACTION ITEMS

- 1. Elections – Faculty Council Chair – Committee on Faculty Governance – Stephanie Clemons and Tim Gallagher Nominated.

BALLOT NOMINATIONS FOR FACULTY COUNCIL CHAIR MARCH 7, 2017 Vote for one (1) representative

	College	Term Expires
<u>STEPHANIE CLEMONS</u> Nominated by Committee on Faculty Governance	HHS	2018
<u>TIMOTHY GALLAGHER</u> Nominated by Committee on Faculty Governance	CoB	2018

Nominated from the Floor

Stromberger asked for nominations from the floor. Hearing no nominations, the nominations were closed.

Don Estep, Chair, Committee on Faculty Governance and Steve Reising, Co-Chair, CoFG, passed out ballots to FC voting member, collected the ballots, and counted them.

Don Estep, Chair, CoFG, announced the ballot results: 33 votes for Clemons and 39 for Gallagher.

Stromberger declared Tim Gallagher as the new Faculty Council Chair, starting July 1, 2017.

2. Elections – Faculty Council Vice Chair – Committee on Faculty Governance – Sue Doe and Dan Turk Nominated

BALLOT
NOMINATIONS FOR FACULTY COUNCIL VICE CHAIR
MARCH 7, 2017
Vote for one (1) representative

	College	Term Expires
<u>SUE DOE</u> Nominated by Committee on Faculty Governance	Liberal Arts	2018
<u>DAN TURK</u> Nominated by Committee on Faculty Governance	CoB	2018
<hr/> Nominated from the Floor		2018

Don Estep, Chair, Committee on Faculty Governance and Steve Reising, Co-Chair, CoFG, passed out ballots to FC voting member, collected the ballots, and counted them.

Don Estep, Chair, CoFG, announced the ballot results.

Stromberger declared Sue Doe as the new Faculty Council Vice Chair, starting July 1, 2017.

3. Elections – BOG Faculty Representative – Committee on Faculty Governance – Margarita Lenk Nominated

**BALLOT
 NOMINATIONS FOR FACULTY REPRESENTATIVE TO BOG
 MARCH 7, 2017**

	College	Term Expires
<u>MARGARITA LENK</u>	CoB	2018
Nominated by Committee on Faculty Governance		
		2018
Nominated from the Floor		

Stromberger asked for nominations from the floor. Hearing no nominations, the nominations were closed.

By verbal vote, Margarita Lenk was elected as the Faculty Representative to the Board of Governors, effective July 1, 2017.

4. Proposed revisions to the *Graduate and Professional Bulletin* – Graduate Certificate Program – CoSRGE

William Sanford, Chair, CoSRGE moved the Faculty Council approve the proposed revisions to the *Graduate and Professional Bulletin* – Graduate Certificate Program.

ADDITIONS - UNDERLINED - DELETIONS ~~OVERSCORE~~

Graduate Certificate Program

Graduate Certificates are optional and are offered by certain departments, Special Academic Units (SAUs), or colleges. A Graduate Certificate consists of a minimum of 9 specified credits, and not more than 15 credits. All of the credits must be coursework at the graduate level (500- to 700-level). A student must earn a cumulative GPA of 3.000 or better and a minimum of a “C” in the courses required in the Graduate Certificate. All coursework must be traditionally graded. A Graduate Certificate may include courses from one or more academic units or special academic

units. For certificates involving courses from two or more units, the coordinating department is indicated in the List of Graduate Certificates.

Guest and degree-seeking students with bachelor's degrees are eligible to apply to participate in the Graduate Certificate Program. Students must apply for admission into the program and for the conferral of the certificate. Students must be enrolled at CSU in order to receive and complete the certificate requirements. Graduate certificates by title are noted on the student's academic record (transcript) at the time of degree conferral. The certificate title is not on the diploma. See the [Graduate School website](#) for details.

The Graduate Certificate does not confer a professional title or designation and the Certificate recipient should not use a professional title or designation for completing the Certificate.

Rationale:

Concerns were expressed that students may not be aware of professional standards and might use the initials of the certificates as a professional designation, after respective name. This added statement clarifies the policy and provides guidance on how to identify to employers.

Discussion

There was no discussion.

Sanford's motion was unanimously approved by Faculty Council.

5. Proposed revisions to the *Graduate and Professional Bulletin* – Graduate Assistantships – Terms and Conditions of Appointment – CoSRGE

William Sanford, Chair, CoSRGE moved the Faculty Council approve the proposed revisions to the *Graduate and Professional Bulletin* – Graduate Assistantships – Terms and Conditions of Appointment

ADDITIONS - UNDERLINED - DELETIONS ~~OVERSCORE~~

Graduate Assistantships

Teaching and Support assistantships funded by the state of Colorado as part of the resident instruction budget, include payment of base resident-instruction tuition on behalf of the student as an added benefit. CSU Online tuition is not covered in this benefit nor is differential tuition

Graduate Assistantship – Terms and Conditions of Appointment

Signature of the Graduate Assistant Appointment and Certification Form by the Student and Final Approval by the Board of Governors of the Colorado State University System or its delegated representative shall constitute a legally binding employment agreement (the

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“Agreement”) between the University and Student. Such Agreement shall be subject to the following terms and conditions:

1. Appointment as a Graduate Assistant is expressly conditioned upon:
 1. Student securing admission to a graduate degree program and the Graduate School, and registering for and completing at least one (1) resident-instruction on-campus credit during each fall and spring semester, and such credits as the appointing department may require each summer term during which the appointment is in effect. CSU Online credits do not fulfill this requirement.

Rationale:

There have been a few instances where some graduate assistants misinterpret the current policy regarding tuition benefits and the registration requirement. The changes requested are necessary to clarify the Terms and Conditions of Appointment.

Discussion:

Antonio Pedros-Gascon (CoLA): What is this type of assistantship (GSA)?

Sanford explained that GSA's are graduate students with assistantship to work on non-thesis projects.

Tom Chermak (Scholl of Education): Was there consideration about graduate programs that have courses only offered on-line. Was that considered?

Maria Fernandez-Giminez (WCNR): Graduate students can sign up for research (1 credit; research).

Paul Doherty (Faculty rep to BOG): There are financial incentives for depts to offer online classes. Doherty explained that he thought graduate students should have a choice between taking a course face-to-face or on-line. The policy does not help graduate students if there are courses only offered on-line, as in some certificate programs. I will vote “no” on this issue.

Tom Chermak (School of Education): We have programs that do not have the resident instruction component at all. This would block that opportunity.

A vote was taken by Faculty Council : Approvals: 23 Opposed: 33

Sanford's motion was NOT approved by Faculty Council.

6. Proposed revisions to Section E.9 Faculty Productivity of the *Academic Faculty and Administrative Professional Manual – CoRSAF*

Dan Turk, Chair, CoRSAF moved that Faculty Council approve the proposed revisions to Section E.9 Faculty Productivity of the *Academic Faculty and Administrative Professional Manual*

Deletions ~~Overscored~~ Additions Underlined

E. 9 Faculty Productivity (last revised February 14, 2014)

Decisions concerning tenure, promotion, and merit salary increases are linked to the faculty member's productivity in the three categories of teaching and advising, research and other creative activity, and University and professional service. Merit salary increases may also take into consideration negative behaviors that fall outside of these three categories. However, for tenured faculty, this may occur only if these behaviors resulted in disciplinary action through the process in Section E.15. Each academic unit must establish expected levels of productivity for the unit in each of these areas. Productivity is assessed by relating the effort expended to the outcome, in terms of effectiveness, impact, and documentation of the activity. Effort distribution is the allocation of effort into particular areas of responsibilities. Workload describes the professional responsibilities of the faculty. The responsibilities of faculty members for each of these activities will vary, depending upon the mission and needs of the academic unit and the

expertise and interests of the faculty. The University recognizes that a faculty member's activities may change over a career and is committed to the use of differentiated responsibilities for individual faculty. Hence, in the evaluation process, reasonable flexibility should be exercised, balancing, as the case requires, heavier responsibilities in one (1) area against lighter responsibilities in another.

Decisions regarding tenure, promotion, and merit salary increases must be consistent with, and based upon, the effort distribution established for each faculty member. The department code shall define the general expectations of effort distribution regarding teaching and advising, research and other creative activity, and service responsibilities in terms of the academic mission of the department. Where appropriate and consistent with the academic mission of the department, the department code should define outreach/engagement expectations and how those expectations are addressed in the faculty member's teaching, research, and/or service effort distribution. During the probationary period and following tenure in the years leading to full professor, there may be a need for changes in the workload and effort distribution originally established at the time of hiring or at the time of tenure and promotion to associate professor. These changes shall be negotiated between the faculty member and the department head (E.9.1, E.9.2). In this event, since promotion and tenure decisions are linked to the faculty member's productivity in line with effort distribution and workload, the promotion and tenure committee or a subcommittee thereof shall provide input in writing to the department head regarding the extent

to which these changes may affect progress toward tenure. Following any negotiated changes, these changes and the committee's response, shall be clearly articulated in writing by the department head to the faculty member.

Rationale

Annual performance reviews are limited to the evaluation of faculty performance in the three categories of teaching and advising, research and other creative activity, and service and/or outreach. These reviews may document negative behavior, but the result of the review is based only on performance in the three categories mentioned above. On the other hand, Section E.9 states that merit salary increases are only "linked" to faculty productivity, so negative behavior can be a consideration in merit salary increases. On the other hand, Section E.15 states that tenured faculty can be disciplined only through the process in Section E.15. Thus, negative behavior should not be allowed to affect merit salary increases unless disciplinary action has been found to be appropriate via the process in Section E.15.

Discussion

Steve Reising (CoB): Can you indicate the process for E.15?

Stromberger: It is the process to instigate a disciplinary action, such as a letter of reprimand. It is a formal process that involves a hearing committee of faculty from the Grievance Panel pool.

Marius Lehene (Art): Is this harassment?

Dan Turk (Chair, CoRSAF): Harassment has to be within the department. The case would be made to the department head, or go above that individual.

Antonio Pedros-Gascon: This should be about higher instances, right?

Jonathan Carlyon (Languages, Literatures and Cultures): Is this only for tenured faculty?

Stromberger: Yes.

Jonathan Carlyon (Languages, Literatures and Cultures): How will that impact those on tenure track?

Stromberger: If faculty aren't tenured, they would not be held to E.15.

Francesca Cotrufo (Ag Sciences): Curiosity. Letter for percent increase. It was not discussed in my faculty meeting. Missing the logic. Clarity when this will apply?

Marius Lehene (Art): This process would be even more opaque as it relates to “negative behavior”.

Steve Reising (CoB): I support this change. It supports tenure track faculty. This increases our protections. We cannot be docked for negative behaviors unless the negative behaviors have been addressed through the E.15 process.

Barb Hooper (OT): If you take away from chairs the ability to give merit, then you only have disciplinary action as an option in dealing with problematic issues in the department. I see this is as a positive thing for department chairs.

Antonio Pedros-Gascon (CoLA): One of my concerns is with the details (the devil is always in the details). This will be presented to a grievance, and I am not sure how that committee works. I served on the Grievance Panel for three years and I was never called to a meeting.

Marius Lehene (Art): I speak against this motion.

Carole Makela (Chair, UCC): This may involve more than one year. The first year, no deduction in merit. If it goes into second year, it is delayed action in the process.

Francesca Cotrufo (Ag Sciences): If the department has never had to indicate criteria for merit, why do we care?

Dan Bush (VP Faculty Affairs): All salary increases are reviewed by deans and Provost’s office.

CVMBS rep: We are not talking about docking pay. This is about merit, right? This is about the normal increase in salary.

Stromberger affirmed.

Dan Turk (Chair, CoRSAF): Read from E.15: tenured faculty. Two categories: substantial neglect to assigned duties. Impacts safety or serious violations ethics. These are serious things.

FC member: annual evaluations based on merit behavior?

Stromberger: Annual evaluations cannot take behavior into consideration – only on performance in research, teaching, and service.

Ross McConnell (Computer Science): Punishment needs to be determined by faculty group rather than administrators. Once disciplined: it goes to the department head.

Stromberger: Is this ready for action?

Marie Legare (CVMBS): This is a protective strategy. However, all department heads are not all the same.

Dan Bush: Good question about NTTF. You will be hearing about his more in a presentation shortly. Behavior? We are over 1,000 Tenure/NTTF faculty. Some have poor behavior. Right now, the department head has limited ability for recourse with abuse. If the behavior rises to the level that your peers find the behavior inappropriate, then why not go back to the department head and allow department head to take behavior into consideration for the merit salary increase? This is penalizing people who have been found by their peers to have poor behavior. This is not a witch hunt. This is a mechanism to improve.

Ross McConnell (Computer Science): I don't understand the consequences for this. Suggesting the proposal need clarification?

Marius Lehene (Art): The language is only about tenured faculty. I need clarification.

Stromberger: Do we have a motion to refer this back to committee?

Marius Lehene motioned to refer back to committee. Antonio Pedros-Gascon (2nd)

Voted on by Faculty Council: Approved: 34 Nays: 15

The proposal was referred back to CoRSAF for review.

7. Proposed revisions to Section F.3.2.1 Sick Leave Accrual of the *Academic Faculty and Administrative Professional Manual* – CoRSAF

Dan Turk, Chair, CoRSAF moved that Faculty Council approve the proposed revisions to Section F.3.2.1 Sick Leave Accrual of the *Academic Faculty and Administrative Professional Manual*

Deletions ~~Overscored~~ Additions Underlined

F.3.2.1 Sick Leave Accrual (*last revised August 8, 2014*)

[moved from last sentence of first paragraph, from seventh paragraph, and from fifth paragraph]

One (1) day of sick leave is considered to be eight (8) hours of sick leave. The accrual of sick leave is rounded to the nearest 1/100 of an hour. No sick leave is earned by employees working less than half-time (0.5) or employed on an hourly basis. Graduate assistants do not earn sick leave.

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[moved from last paragraph] If an employee with accrued sick leave changes to an employment status that is less than half-time (0.5), without a break in service, the employee shall retain his or her accrued sick leave and the ability to use this sick leave for a period of one (1) year, provided he or she remains employed by the University. If the employee changes to a status that is again eligible to earn sick leave within the one (1) year period and without having his or her employment with the University terminated, then the accrued sick leave shall continue to be available for use by the employee. No sick leave is earned during the period in which the appointment is less than half-time.

Faculty and Administrative Professionals

Full-time faculty members and administrative professionals on twelve (12) month appointments earn one and one-quarter (1.25) days of sick leave per month, cumulative with no maximum. ~~One (1) day of sick leave is considered to be eight (8) hours of sick leave.~~

[moved from sixth paragraph] Employees who begin work after the first of a month or who terminate before the end of a month earn sick leave on a prorated basis as described in Section 2 of the Human Resources Manual.

Full-time faculty members and administrative professionals on nine (9) month appointments earn one and one-quarter (1.25) days of sick leave per month, cumulative with no maximum. Full-

time nine (9) month faculty members and administrative professionals who accept summer session appointments accumulate sick leave at the rate of one and one-quarter days (1.25) per month while on such appointment.

Faculty members and administrative professionals appointed less than full-time, but at least half-time (0.5) earn sick leave prorated by the part time fraction of their appointment.

[moved from ninth paragraph] At the time of initial employment, the employee shall receive an amount of sick leave equal to that which they are expected to earn during a their first year of employment (as described above). This initial year of sick leave is an “advance” and is granted in lieu of monthly sick leave accruals during the first year of benefits eligible employment must be earned before any additional sick leave shall accrue. It is possible that it will take the employee more or less than one (1) year to earn the amount of sick leave advanced and begin accruing additional sick leave (e.g., the employment status could change, or the employee could take leave without pay).

[moved from eighth paragraph] Sick leave does not accrue during leave without pay nor during sabbatical leave. Sick leave accrued during periods of paid leave (annual, sick, injury, etc.) is not credited to the employee until he or she returns to work.

Post-doctoral Fellows, Veterinary Interns, and Clinical Psychology Interns

Post-doctoral fellows, veterinary interns, and clinical psychology interns on full-time nine (9) month or twelve (12) month appointments earn one and one-quarter (1.25) days of sick leave per month. ~~Sick leave accrues and expires each fiscal year. One (1) day of sick leave is considered to be eight (8) hours of sick leave.~~

Post-doctoral fellows, veterinary interns, and clinical psychology interns with appointments of less than full-time, but at least half-time (0.5), earn sick leave each fiscal year prorated by the part time fraction of their appointment. Sick leave accrues and expires each fiscal year.

At the time of initial appointment, and at the beginning of each subsequent fiscal year, ~~p~~Post-doctoral fellows, veterinary interns, and clinical psychology interns shall receive an amount of sick leave equal to that which they are expected to earn during a fiscal ~~their first year of~~ employment (as described above). Unused ~~The sick leave~~ “advance” ~~is earned on a fiscal year basis and~~ does not carry forward into the next fiscal year.

Rationale: The description of Sick Leave Accrual has been rearranged and edited slightly in order to provide better procedural clarity.

Discussion

None.

Turk’s motion was unanimously approved by Faculty Council.

8. Proposed revisions to Section I.19 Policies Regarding Controlled Substances, Illicit Drugs, and Alcohol of *the Academic Faculty and Administrative Professional Manual* – CoRSAF

Dan Turk, Chair, CoRSAF moved that Faculty Council approve the proposed revisions to Section I.19 Policies Regarding Controlled Substances, Illicit Drugs, and Alcohol of *the Academic Faculty and Administrative Professional Manual*

Additions are underlined, and deletions are indicated by ~~strikeouts~~.

I.19 Policies Regarding Controlled Substances, Illicit Drugs, and Alcohol (last revised May 2, 2007)

No member of the academic community (faculty members, administrative professionals, staff, and students) may unlawfully possess, use, manufacture, dispense, or distribute controlled substances, illicit drugs, or alcohol on University property or as a part of any University activity.

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University policy also prohibits the performance of one's duties while impaired by the use of alcohol or drugs.

The University, through its established committees and procedures, will impose sanctions on students and employees found to be in violation of this policy, possibly including, but not limited to, one (1) or more of the following: ~~required rehabilitative treatment~~, reprimand, probation, expulsion, eliminating or lowering salary increases for a period of time, temporary suspension with or without pay, termination, and referral to civil authorities for prosecution consistent with local, State, and Federal law and University policy. University employees who are convicted under a criminal drug statute for an act in violation of this policy must report the conviction to ~~their appropriate supervisor~~ the Executive Director of the Department of Human Resources, in writing, within five (5) days. The University will annually inform faculty members, administrative professionals, staff, and students of applicable health risks, counseling, treatment, rehabilitation or reentry programs, and applicable local, State, and Federal law on unlawful possession or distribution of ~~illicit~~ drugs and alcohol.

Under certain conditions, alcoholic beverages may be served at campus functions. However, before alcoholic beverages may be served at a function held on campus, the intent to serve alcoholic beverages must be registered with the appropriate office. If alcoholic beverages are to be served at a function held in the Lory Student Center, the registration is with that office, and their policies and procedures must be followed. If alcoholic beverages are to be served at a

function held elsewhere on campus, the registration is with Facilities Management, and their policies and procedures must be followed. Policies related to alcohol at athletic events held at ~~Hughes Stadium~~ athletics venues, including tailgating areas, are available from the Department of Athletics. University employees and students intending to serve alcoholic beverages as part of a campus function need to be aware of and follow the appropriate policies and procedures.

Rationale:

These changes reflect changes to campus (Hughes stadium, vs new stadium, Director of HR, etc.) as well as the need to bring this part of the manual into line with legal requirements and allowances and make it consistent with University policy.

The Executive Director of HR makes the decision regarding who else (supervisor, etc.) needs to be informed of criminal drug statute convictions.

The University's policy states that an employee may not serve in their role at work while impaired by any substance, illegal or legal (prescription medications, for instance).

Discussion

None.

Turk's motion was unanimously approved by Faculty Council.

9. New CIOSU: Regional Economic Development Institute at CSU, or REDI@CSU – CUP

Eric Prince, CUP, moved that Faculty Council approve the New CIOSU: Regional Economic Development Institute at CSU, or REDI@CSU. Stephen Weiler, Director, was invited to Faculty Council to address any questions.

Discussion

None

Prince's motion was unanimously approved by Faculty Council.

DISCUSSION

1. Proposals related to Non-Tenure Track Faculty
-Jenny Morse, Chair, CoNTTF

Jenny Morse presented an overview of the changes proposed to non-tenure track faculty (NTTF) appointment titles, promotion and re-appointment processes, and participation in shared governance. A PowerPoint presentation will be put on Faculty Council website.

Questions:

Jonathan Carlyon (Languages, Literatures and Cultures): Did NTTF look at the ramifications on national searches that will be needed?

Morse: There are many NTTF available to discuss these questions. The question of tenure has come up. This is a long-term goal. We've thought of what will work best for CSU at this time.

Antonio Pedros-Gascon (CoLA): What is ratio to NTTF and TT?

Morse: I can look it up. ~ 728 NTTF at our university.

Pedros-Gascon: Does that person have a terminal degree in that discipline? Why use the word professor for those without a terminal degree?

Morse: Professor of Practice is a suggestion. "Of practice" changes meaning. It is part of the appointment-type, not rank title. We have discussed terminal degrees a lot. Terminal degrees have a great variety of departments.

Pedros-Gascon: Not equated to mean “professors”?

DiVerdi (CoNTTF): The Faculty *Manual* is silent on terminal degrees, even for tenure-track faculty.

Morse: Individual departments decide that. We are open to parallel language if you want to add change to Tenure Track faculty.

Morse: This is an appointment type.

Tom Chermack (SOE): This proposal would really impact our department. Invited Jenny to work with his group.

Moti Gorin (Philosophy): Is there a commitment to ensure proportions between different types of appointments are preserved? How might this impact TT lines available at CSU?

Morse: NTTF are valuable due to their departments due to their price tag. This is about the institution being held responsible to show the value of NTTF after their contribution. Tony Frank has committed central funds for NTTF compensation. The salary lines of TTF is preserved.

Michael Pante (Anthropology). Effects on tenure system. Path to tenure? Without that path, it really worries me that there will be promoting more NTTF and that would erode the tenure track system. Perhaps a national title for NTTF.

Morse: The goal is not be to hurt TTF. Those who are here right now...we want to change the system to be more inclusive of investment by the university.

Michael Pante: Will we lose NTTF because they aren't asked to contribute to service in the department?

Morse: There are many issues you are bringing up that we have discussed.

Barb Hooper (OT): One of our current types of appointment is “instructor.”

Morse: Instructor is “rank.” It is not an appointment. We have allowed for all ranks in the NTTF ranks.

Pedros-Gascon: I belong to a unit that has high NTTF positions. This is different across campus units.

Morse: From my perspective, some of the concerns you have, the Manual does not talk about how NTTF are hired, etc. There is a way in which we change the

appointment types; it will help NTTF. Shared governance is important across campus. Departments/colleges would choose on the voting rights of NTTF.

Sue Doe (English and CoNTTF): The percentages showed a big spike a few years ago, in NTTF numbers. However, CSU is below the national average. I don't know that this proposal codifies the arrangement any more than its being done invisibly. In a sense, this process makes it more costly for us. Must recognize something that is a necessity with specialized abilities. We can no longer have TTF doing all the teaching as their roles are much more specialized (in research). This recognizes and puts into motion—solidifies—making us more responsive. Why would we argue for a less costly NTTF?

Marius Lehene (Art): I am thinking of the consequences. Professor of Practice should be attached to a tenured line.

Morse: We did research tenure proposals and came to a conclusion that we needed to do something more effective.

Joseph DiVerdi (CoNTTF): To reiterate, Professor of Practice is commonplace throughout the nation. Faculty on or off the tenure track. CoNTTF a number of models. There are a number of different models we felt that in order to advance the cause for faculty off TT, this would be effective in securing a more stable position and acceptable by the faculty. A juggling between advancing and acceptance.

DiVerdi: This is the first step in terms of implementing this. We have been talking on our committee. We are going to continue to examine the situation—unintended and intended.

Jonathan Carlyon (Languages, Literatures and Cultures): Would there be a benefit to solidify the faculty across the board?

DiVerdi: We have not designed this to address the current people here but the institutional framework. We haven't spoken much about future hires vs treatment of existing staff. There has to be a grandfathering plan, etc. This is the way we want to go forward.

Stromberger adjourned the meeting at 6:35 p.m.

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

ATTENDANCE
BOLD INDICATES PRESENT AT MEETING
UNDERLINE INDICATES ABSENT AT MEETING

ELECTED MEMBERS	REPRESENTING	TERM
Agricultural Sciences		
Stephan Kroll	Agricultural and Resource Economics	2019
Stephen Coleman	Animal Sciences	2018
<u>Scott Nissen</u>	Bioagricultural Sciences & Pest Management	2018
<u>Adam Heuberger</u>	Horticulture & Landscape Architecture	2019
Francesca Cotrufo	Soil and Crop Sciences	2017
Jane Choi	College-at-Large	2019
Jason Ahola	College-at-Large	2017
Bradley Goetz	College-at-Large	2019
Health and Human Sciences		
Anna Perry	Design and Merchandising	2019
Brian Tracy	Health and Exercise Science	2018
David Sampson	Food Science and Human Nutrition	2019
Gloria Luong	Human Development and Family Studies	2018
(substituting for Lisa Daunhauer – family leave)		
Scott Glick	Construction Management	2017
Barb Hooper	Occupational Therapy	2017
Tom Chermak	School of Education	2018
Eunhee Choi	School of Social Work	2019
Business		
Bill Rankin	Accounting	2019
Stephen Hayne	Computer Information Systems	2018
Tianyang Wang	Finance and Real Estate	2019
Troy Mumford	Management	2018
Kelly Martin	Marketing	2018
(substituting for Tuba Ustuner-thru Spring '17)		
Lisa Kutcher	College-at-Large	2019
John Hoxmeier	College-at-Large	2019
Engineering		
Russ Schumacher	Atmospheric Science	2018
Travis Bailey	Chemical and Biological Engineering	2019
Rebecca Atadero	Civil and Environmental Engineering	2018
Stephen Milton	Electrical and Computer Engineering	2019
(substituting for Siddharth Suryanarayanan)		
Shantanu Jathar	Mechanical Engineering	2017
J. Rockey Luo	College-at-Large	2019
Steven Reising	College-at-Large	2019
<u>Ted Watson</u>	College-at-Large	2018

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Liberal Arts

Michael Pante	Anthropology	2017
Marius Lehene	Art	2017
Julia Khrebtan-Horhager	Communication Studies	2019
Robert Keller	Economics	2017
Sue Doe	English	2018
Albert Bimper	Ethnic Studies	2019
Jonathan Carlyon	Languages, Literatures and Cultures	2018
Adrian Howkins	History	2017
TBD	Journalism and Technical Communication	2017
Wesley Ferreira	Music, Theater, and Dance	2019
Moti Gorin	Philosophy	2019
Kyle Saunders	Political Science	2018
<u>Tara Opsai</u>	Sociology	2019
Antonio Pedros-Gascon	College-at-Large	2019
Mohammed Hirchi	College-at-Large	2017
<u>David Riep</u>	College-at-Large	2018
<u>Angela Christian</u>	College-at-Large	2018
TBD	College-at-Large	2018

Natural Resources

Monique Rocca	Ecosystem Science and Sustainability	2017
Julie Savidge (Fall 2016; Barry Noon (thru Spring 2018))	Fish, Wildlife, & Conservation Biology	2018
Maria Fernandez-Gimenez	Forest and Rangeland Stewardship	2017
William Sanford	Geosciences	2017
Richard Knight	HDNR in Warner College	2017

Natural Sciences

<u>Jennifer Nyborg</u>	Biochemistry and Molecular Biology	2019
<u>Melinda Smith</u>	Biology	2018
George Barisas	Chemistry	2017
Ross McConnell	Computer Science	2019
Gerhard Dangelmayr	Mathematics	2017
<u>Mingzhong Wu</u>	Physics	2017
Silvia Canetto	Psychology	2019
Mary Meyer	Statistics	2019
<u>Ed DeLosh</u>	College-at-Large	2017
Mary Pilgrim (substituting for Anton Betten)	College-at-Large	2019
Janice Moore	College-at-Large	2018
Brad Conner	College-at-Large	2018
<u>Alan Van Orden</u>	College-at-Large	2018

Veterinary Medicine & Biomedical Sciences

C.W. Miller	Biomedical Sciences	2019
<u>Dean Hendrickson</u>	Clinical Sciences	2019
Lucas Argueso	Environmental & Radiological Health Sciences	2017
Alan Schenkel	Microbiology, Immunology and Pathology	2018
<u>Ryan Ferris</u>	College-at-Large	2017
<u>Gerald Callahan</u>	College-at-Large	2017
<u>Patrick McCue</u>	College-at-Large	2018
Stuart Tobet	College-at-Large	2018
DN Rao Veeramachaneni	College-at-Large	2018
Marie Legare	College-at-Large	2019
Anne Avery	College-at-Large	2019
Tod Clapp	College-at-Large	2019
Dawn Duval	College-at-Large	2019

University Libraries

Nancy Hunter	Libraries	2019
Michelle Wilde	At-Large	2019

***Ex Officio* Voting Members**

Mary Stromberger	Chair, Faculty Council/Executive Committee	2017
Stephanie Clemons	Vice Chair, Faculty Council	2017
Paul Doherty, Jr.	BOG Faculty Representative	2017
Don Estep, Chair	Committee on Faculty Governance	2017
Todd Donovan, Chair	Committee on Intercollegiate Athletics	2017
Nancy Hunter, Chair	Committee on Libraries	2017
Jenny Morse, Chair	Committee on Non-Tenure Track Faculty	2017
Dan Turk, Chair	Committee on Responsibilities & Standing of Academic Faculty	2017
William Sanford, Chair	Committee on Scholarship Research and Graduate Education	2017
Karen Barrett, Chair	Committee on Scholastic Standards	2017
Katharine Leigh, Chair	Committee on Strategic and Financial Planning	2017
Matt Hickey, Chair	Committee on Teaching and Learning	2017
Eric Prince, Chair	Committee on University Programs	2017
Carole Makela, Chair	University Curriculum Committee	2017

Ex-Officio Non-Voting Members

Anthony Frank	President
Rick Miranda	Provost/Executive Vice President
Brett Anderson	Vice President for Advancement
Mary Ontiveros	Vice President for Diversity
Louis Swanson	Vice Provost for Engagement/Director of Extension
Robin Brown	Vice President for Enrollment and Access
Dan Bush	Vice Provost for Faculty Affairs
Patrick Burns	Vice President for Information Technology/Dean Libraries
Jim Cooney	Vice Provost for International Affairs
Tom Milligan	Vice President for Public Affairs
Alan Rudolph	Vice President for Research
Blanche M. Hughes	Vice President for Student Affairs
Kelly Long	Vice Provost for Undergraduate Affairs
Lynn Johnson	Vice President for University Operations
Ajay Menon	Dean, College of Agricultural Sciences
Jeff McCubbin	Dean, College of Health and Human Sciences
Beth Walker	Dean, College of Business
David McLean	Dean, College of Engineering
Jodie Hanzlik	Dean, Graduate School
Ben Withers	Dean, College of Liberal Arts
Jan Nerger	Dean, College of Natural Sciences
Mark Stetter	Dean, College of Vet. Medicine & Biomedical Sciences
John Hayes	Dean, Warner College of Natural Resources
Toni-Lee Viney	Chair, Administrative Professional Council