MINUTES
Executive Committee
Tuesday, January 23, 2018
3:00 p.m. – Room 106 - Administration

Present: Tim Gallagher, Chair; Sue Doe, Vice Chair; Margarita Lenk, BOG Faculty Representative; Rita Knoll, Executive Assistant; Mary Stromberger, Immediate Past Chair; Stephan Kroll, Agriculture; Stephen Hayne, Business; Steven Reising, Engineering; Carole Makela, Health and Human Sciences; Nancy Hunter, Libraries; Monique Rocca, Natural Resources; George Barisas, Natural Sciences; Anne Avery, CVMBS; Rick Miranda, Provost/Executive Vice President

Guests: Karen Barrett, Chair, CoSS

Absent: Steven Shulman, Liberal Arts, on sabbatical, (excused)

The meeting was called to order at 3:00 p.m. by Tim Gallagher, Chair

February 6, 2018 FACULTY COUNCIL AGENDA ITEMS:

I. Proposed Faculty Council Agenda – February 6, 2018 –Clark A207–4:00 p.m.

A. ANNOUNCEMENTS

1. Next Faculty Council Meeting – March 6, 2018 – Clark A207 – 4:00 p.m.

2. Elections for Faculty Council Chair, Vice Chair, and Board of Governors Faculty Representative – March 6, 2018 – Committee on Faculty Governance. Nominations close February 16, 2018.

3. Executive Committee Meeting Minutes located on FC website – November 28, 2017; December 12, 2017 (http://facultycouncil.colostate.edu/faculty-council-meeting-dates-agendas-minutes/)

B. MINUTES TO BE APPROVED

1. Faculty Council Meeting Minutes – December 5, 2017

C. UNFINISHED BUSINESS
D. REPORTS TO BE RECEIVED

1. President – Tony Frank
2. Provost/Executive Vice President – Rick Miranda
3. Faculty Council Chair – Tim Gallagher
4. Board of Governors Faculty Representative – Margarita Lenk
5. Provost’s Council of Engagement – Paula Mills
6. UGO Annual Report – Richard Eykholt

Paula Mills and Richard Eykholt have been notified of their reports. Gallagher asked if a written report was sufficient for the UGO’s report. EC members agreed it was fine.

Stromberger said that a last year’s FC meeting it was suggested that it would be a good idea to have a report from the Faculty Ombuds. There is currently nothing in the calendar for Executive Committee to ensure that this happens. We will revisit after the February Faculty Council meeting and will consider whether we want an annual report from the Ombuds

E. CONSENT AGENDA

1. UCC Minutes – December 1 and 8, 2017
2. Approval of Degree Candidates – Spring and Summer semesters

F. ACTION ITEMS

1. Proposed revisions to the General Catalog – Retroactive Withdrawal - CoSS

G. DISCUSSION

Some items will be coming up very soon regarding NTTF proposals. Gallagher has seen a lot of work around the NTTF items in the past few days and will be meeting with Jenny Morse,
Chair, CoNTTF tomorrow. He will also be meeting with Richard Eykholt and Marie Legare, Chair, CoRSAF
January 23, 2018 EXECUTIVE COMMITTEE AGENDA ITEMS:

I. Minutes to be Approved

A. Executive Committee Meeting Minutes

1. January 16, 2018

Executive Committee unanimously approved placing the January 16, 2018 Executive meeting minutes on the Faculty Council website.

Amend meeting minutes to reflect Nancy Hunter’s absence.

Lenk moved (Hunter 2nd) to approve the January 16, 2018 EC meeting minutes and place them on the Faculty Council website.

Lenk’s motion was approved.

II. Items Pending/Discussion Items

A. Announcements

1. Next Executive Committee Meeting: January 30, 2018-3:00 p.m. – Room 106 – Administration

Gallagher announced that the next Executive Committee meeting will be held on January 30, 2018.

B. Action Items

1. Proposed revisions to Section I.9 – Grades of Incomplete of the Academic Faculty and Administrative Professional Manual – CoSS

Barrett remarked that students graduated after a semester but had not cleared their Incompletes (which resolve and default to an “F” after one year), so their GPAs were affected. The instructor should tell them whether it should be a U or an F. Would be good to inform the students. Students felt it was going to be an I on their transcripts. The objective is to make the message and rules clearer. If
it’s a S/U course, then it also shouldn’t revert to an F at the conclusion of the default period.

Stromberger asked if the Registrar’s office is set up to send reminders to students with incompletes.

Lenk: In my department, if you have an incomplete, there is a form that is signed by the student, instructor and department chair. More strong and clear language may be needed in the student manual.

Barisas: Need Registrar’s office to get this out as it may be more effective. Maybe the student never comes to class. Having the instructor convey this to the students may not be as effective.

More discussion ensued amongst EC members about whether there is student responsibility around understanding the implications of an Incomplete.

Stromberger wondered about the implications of the Faculty Manual saying that the Registrar will do the reminding. Discussion that perhaps it should just say, “The student will be reminded”, although there was concern that stating such policies will set up the expectation or sense of promise that there will be all kinds of student alerts (i.e., updating your parking permit).

Miranda: Maybe this should be part of the graduation audit.

Stromberger: At the very least the incomplete “U” should not revert to “F”.

Degree progress audit could indicate whether there are outstanding Incompletes.

Barrett: We need the language having to do with “whichever is sooner”. Barrett offered to reword and send new language. She will also review the rationale.

Barisas: Pre-existing Incomplete should be caught in the audit. But what about the Incomplete that occurs in the graduating semester on a course that doesn’t matter for graduation?
Stromberger: We might want to talk to Kelly Long since this may be handled by individual appeal.

Final situation: Retroactive withdrawal approved. All else will be returned to when Barrett revises language.

2. Proposed revisions to Section I.9 – Grades of Incomplete of the General Catalog – CoSS

Language being reviewed by Barrett and will be re-presented to Executive Committee.

C. Reports

1. Provost/Executive Vice President – Rick Miranda

Miranda reported the following:

- Attended CSU Research Foundation Board Meeting re: real estate issues.

- Last week had annual review of P&T cases; 87 cases.

- Talked last week about the issue of controversial speakers coming to campus (i.e. Turning Point USA). It was discussed whether some messages should go out to faculty. Moreover, there are other speakers coming later in the semester from all political persuasions. Mary Stromberger suggested putting out a message. Tony talked to the external relations people. The writing happened on Wednesday and called Gallagher on Thursday to edit. Followed up with a variation of the letter that went out to the campus. Announced a free speech website. Miranda extended thanks to Gallagher for jumping in and signing this.

- External review of all academic departments. Visited by an external review team for Resources for Disabled Students.

- The legislative session is in full swing now. When a bill is proposed, the university has an opportunity to
send feedback on bills being proposed. Two feedback sectors: 1) If the bill affects higher education, then the university may address the financial impact, given there’s a fiscal note associated with the bill; 2) Is the bill a good idea? University also can provide comments on bills.

With most bills, we submit a fiscal note and a comment. Peaks and valleys associated with legislative season. “Late bill strategy” is sometimes used near the end.

Miranda’s report was received.

3. Faculty Council Chair – Tim Gallagher

Gallagher reported the following:

- At last week’s EC meeting, the topic came up re: creating a new department. Knoll and I found more information. If things are in good form and gets support from the Provost’s office, it goes to EC, then CoFG for Code changes, then on to Faculty Council.

- Turning Point USA is national and there is also a local chapter here at CSU. They have done all the things you do to be a legitimate student organization. This group has appeared on various campuses without incident. Will be here on February 2, 6-9 p.m.

- Don Estep, Chair, CoFG proposal re: voting rights of CoNTTF. CoRSAF is talking about some rank issues. Gallagher talking to Marie Legare and will meet with CoB faculty. A draft document was circulated in the CoB for feedback. Marie Legare, Chair, CoRSAF will meet with CoB regarding the document.

Reising: What is CoRSAF’s timeline for this revision?

Gallagher: Legare and Eykholt are getting closer completing this document.
Gallagher: Will CoRSAF be ready in a week with a draft that is far enough along to bring to the floor Faculty Council? Gallagher queries the EC as to when we think the CoRSAF proposal will.

Stromberger: Is Estep’s move a strategy of containment whereby there would be more representation (9 voting members on FC) but not the full right to be elected from within departments and colleges.

Hunter: Would this mean that voting on things relating to tenure and promotion would be voted on by the NTTF voting members of FC? In libraries, there are areas like this where NTTF cannot vote.

Gallagher: They would be voting on processes, not on tenure cases.

Special committees might become more numerous than only CoNTTF so wouldn’t this voting rule apply to any such new committee? Why not identify the committee in question rather than open up the policy to future unknown committees?

Gallagher: Agrees with concern.

Barisas: See how NTTF could appropriately be elected into FC through a more symmetric approach than what is proposed here. And what about Ex-Officio?

Gallagher: Ex-officio members can vote unless specified that they cannot.

Miranda: Agrees with Barisas. Are the 9 members of this committee the right people to also serve on FC? This might be a very heavy load. Why not have an election for one person from each college?

Gallagher: The way this is being proposed is the result of a compromise from CoFG. Having representation from departments would be a deal-breaker but having one from each college would not.

Makela: I like the idea of elections rather than appointment by virtue of being on CoNTTF.
Gallagher: Discussion has also occurred as to whether the NTTF-heavy colleges should have two reps and others none. So this is a question that should be aired before the proposal hits the floor of FC.

Stromberger: What does Estep want to do now? Bring this to EC? Discussion of this proposal on FC in February? Have proposals from CORSAF and CoFG discussed all at the same time? And then possibly vote.

Miranda: Another advantage of elections would be to expand the number of NTTF involved. Perhaps start with the CoNTTF and then graduate to FC representation, if elected.

Gallagher would be happy to share Executive Committee members’ suggestions with CoRSAF and CoFG.

Gallagher’s report was received.

4. Board of Governors Faculty Representative – Margarita Lenk

Lenk reported the following:

No report given. The Board will meet February 7-9, 2018.

D. Discussion Items

1. Continued discussion regarding Biennial Reviews for Discontinuance and Continuance of CIOSUs - CUP

Gallagher was asked by EC members to talk to Mo Salman, Chair, CUP for clarification and did so. Linda Foster, Executive Assistant to VP of Research, sent a document that responded to most, if not all of EC members’ questions, such as what is meant by deferral.

Gallagher researched whether we could give CUP authority to do continuance/discontinuance and we cannot as things stand right now since CUP recommends to FC. It turns out that certain changes would have to be made to the Manual (Section C and two parts of Section B) so this does not seem to be a priority.
Gallagher: You can’t be a center without having Center approval. If you’re going to say you’re a center or institute of CSU, then you should go through some sort of scrutiny.

Barisas moved (Doe 2nd) placing CUP’s recommendations on the February 6, 2018 FC meeting agenda.

Discussion:

Reising: Thinks the report should be sent back to Salman for his review since he chose to not respond to the request from EC.

Gallagher: Our job is to receive proposals from Standing Committees and decide if they’re ready for the floor of FC. We might have concerns individually about proposals but we don’t have the authority to change committee reports.

Makela: We also don’t want to create confusion in FC due to some of the confusing information.

Gallagher: Our procedures say that approval of CIOSUs should occur in February.

Gallagher: Vote: put CUP proposal on the February 6, 2018 Faculty Council meeting agenda.

Motion was approved with one dissenting vote.

Gallagher: Other items for the good of the committee?

Hunter brings concern about the HR audit in which we must indicate our dependents. Confidentiality is the main matter of concern of the constituent who expressed concerns that she is representing.

Hayne: Works in the arena of digital security and is very concerned about releasing private data to a third party vendor without any degree of assurance about security of private data. We teach audits in the CoB. You rarely do a complete audit, but rather we sample. So this is quite an exception from the norm. Identity fraud for one’s minor children is quite real.

Barisas: Also involves a lot of expenditure for the university. Low fraud rate with high expense involved to undertake this effort. Faculty and staff time involved with compliance. People could just
certify their representation of dependents. Accidental dependents would thus be filtered out.

Gallagher: This was a central administrative initiative. What do you know about this, Rick?

Miranda: Benefits Committee chose this mechanism. We could get the HR folks, and find out if there are options in regard to security, deletion, etc. Recommends that we start to assemble the list of questions. Nancy’s colleague should assemble questions and send queries to HR (Diana Prieto) with copy to Rick and to Lynn Johnson.

Gallagher: Talk about this very, very soon at Cabinet.

Miranda: Communicate and express these concerns ASAP.

Hunter: Will get her colleague to send queries to named parties—HR, Gallagher, Miranda, Benefits Committee, Lynn Johnson.

Gallagher: Requests that Miranda speak to Diana Prieto and Tony Frank and request a response soon.

Miranda requests that Hunter and others send the queries to Miranda.

Hunter: Will send a recommendation to her constituency that they delay responding or signing up and instead hold off. March 7 is the current deadline but you might want to wait several weeks. Other colleges agree to follow suit.

Executive Committee adjourned at 4:50 p.m.

Tim Gallagher, Chair
Sue Doe, Vice Chair
Rita Knoll, Executive Assistant