

**MINUTES**  
Executive Committee  
**Tuesday March 27, 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**, Agricultural Sciences; **Troy Mumford** substituting for Stephen Hayne, Business; **Carole Makela**, Health and Human Sciences; **Stephen Mumme**, Liberal Arts; **Nancy Hunter**, Libraries; **Monique Rocca**, Natural Resources; **George Barisas**, Natural Sciences; **Anne Avery**, CVMBS; **Rick Miranda**, Provost/Executive Vice President

**Guests:** **Marie Legare**, Chair, CoRSAF; **Richard Eykholt**, UGO and CoRSAF member

**Absent:** **Steven Reising**, Engineering (excused); **Stephen Hayne**, Business (excused)

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

**April 3, 2018 FACULTY COUNCIL AGENDA ITEMS:**

**I. Proposed Faculty Council Agenda – April 3, 2018 – BSB- Room 131 4:00 p.m.**

**A. ANNOUNCEMENTS**

1. Next Faculty Council Meeting – May 1, 2018 – Behavioral Sciences building – Room 131 – 4:00 p.m.
2. Executive Committee Meeting Minutes located on FC website: February 20 and 27, 2018  
(<http://facultycouncil.colostate.edu/faculty-council-meeting-dates-agendas-minutes/>)

**B. MINUTES TO BE APPROVED**

1. Faculty Council Meeting Minutes -

**C. UNFINISHED BUSINESS**

**D. REPORTS TO BE RECEIVED**

1. President – Tony Frank

2. Provost/Executive Vice President – Rick Miranda
3. Faculty Council Chair – Tim Gallagher
4. Board of Governors Faculty Representative – Margarita Lenk

**E. CONSENT AGENDA**

1. UCC Minutes – March 2 and 9, 2018

**F. ACTION ITEMS**

1. Elections – Faculty Council Standing Committees – Committee on Faculty Governance
2. Elections – University Grievance Panel - Committee on Faculty Governance
3. Elections - University Disciplinary Panel – Committee on Faculty Governance
4. Elections - University Benefits Committee – Committee on Faculty Governance
5. Proposed revisions to Section C.2.1.3.2 Ex Officio Members of the *Academic Faculty and Administrative Professional Manual* – CoFG
6. Proposed revisions to Section C.2.1.9.6 Specialized Standing Committees: Membership and Function of the *Academic Faculty and Administrative Professional Manual* – CoFG
7. Proposed revisions to Section C.2.1.3.2 – The current wording in Section C.2.1.9.3 is provided in the supporting materials to provide background information as the proposed change to Section C.2.1.3.2 is considered – CoFG
8. Proposed revisions to Section K.10.6.5 of the *Academic Faculty and Administrative Professional Manual* – CoRSAF
9. Proposed revisions to the *Graduate and Professional Bulletin* – Graduate Study – CoSRGE

**G. DISCUSSION**

1. Proposal to adopt LENS (Learning Environment Survey) to replace the existing Student Course Survey, including proposed changes to Section E.12.1 and Section I.8 of the *Academic Faculty and Administrative Professional Manual* - CoTL

**MARCH 27, 2018 EXECUTIVE COMMITTEE AGENDA ITEMS:**

**I. Minutes to be Approved**

**A. *Faculty Council meeting minutes***

1. March 6, 2018

Executive Committee unanimously approved placing the March 6, 2018 Faculty Council meeting minutes on the April 3, 2018 FC meeting agenda.

**II. Items Pending/Discussion Items**

**A. *Announcements***

1. Next Executive Committee Meeting: April 10, 2018- 3:00 p.m. – Room 106 – Administration (President Frank scheduled to attend)

Gallagher announced that the next Executive Committee meeting would be held on April 10, 2018 and President Frank will be attending and present his report.

**B. *Action Items***

1. UCC Minutes – March 23, 2018

Knoll emailed EC members the draft UCC minutes from March 23, 2018 on Monday morning (March 26) for review before the EC meeting.

Mumme moved (Makela 2<sup>nd</sup>) to place the March 23, 2018 UCC meeting minutes on the April 3, 2018 Faculty Council meeting agenda.

Mumme's motion was approved.

2. Proposed revisions to the *Academic Faculty and Administrative Professional Manual* - Section E.1 Definition of Faculty - CoRSAF

Section E.1 included in discussion below with Section E.2.

3. Proposed revisions to the *Academic Faculty and Administrative Professional Manual* - Section E.2 Types of Faculty Appointments – CoRSAF

Legare: At the last meeting of CoRSAF, they addressed concerns from the Council of Deans and from Dan Bush, to clear up confusion regarding E.2.

Eykholt: CoRSAF restructured the appointment types. STA converted to rank of Senior Instructor, or maintain current rank such as special assistant professor. One of the confusions is that titles have never been addressed in the *Manual*. Whatever titles they have been using, they can use. Titles can continue to be used by departments such as “clinical faculty”. Someone who is not on contract can request to be. Addresses college needs for flexibility and addresses NTTf who have been in limbo for some time. We put back the at-will or continuous position. Someone can request to be at-will or continuous for flexibility.

Avery: Were any of the issues raised by the Council of Deans (COD) significant discussion points?

Legare: COD didn’t like the term “scholarly development, so we changed it back to “professional development”.

Mumford: Sort of like a sabbatical?

Legare: Has to be applied for.

Mumford: So department chairs have to staff those classes for the person that is leaving and ask the Provost for such a release time opportunity?

Miranda: Yes.

Eykholt: The Provost, rather than chairs, will make the call on release time over a certain amount of time. (“Release time” is like a sabbatical). There is no guarantee of this.

Miranda: Will this be retroactively applied? There are issues related to timing of when to activate this.

Mumme: Can this be grieved?

Eykholt: Not grievable. Denial of sabbatical isn't either.

Lenk: On E.1 definition of the faculty: all faculty should enjoy the benefits of academic freedom. However, many instructors are hired to teach multiple sections of a common course. Do you see any problem with that?

Legare: I don't think so, personally. I went over the entire E.8 and it does not mention NTTF at all. In my mind, faculty are faculty. All faculty should be protected by academic freedom. Strong about keeping verbiage in.

Eykholt: There is similar language that you have academic freedom but that doesn't mean that you have full freedom in terms of content, even if tenure track.

Gallagher: The *Manual* Preface says that academic freedom is for the faculty, not just those who are tenure track.

Lenk: 12 semesters. Should it be 12 continuous semesters?

Eykholt: No. Consciously elected not to say continuous in order not to penalize those taking family leave.

Lenk: E.2 - one location about evaluation state TTF and NTTF?

Eykholt: TTF (not tenured) are evaluated more often.

Lenk: E.2.1.4 continued faculty appointments. Is it common to put standard expectations in the *Manual*?

Eykholt: Yes. That language is already in the STA section. Legal counsel has ruled in the past that when two sentences say relatively the same thing, the first sentence takes precedence over the two sentences.

Gallagher: Having that kind of wording is commonplace.

Legare: Trying to give guidelines in the *Manual* for departments.

Avery: The research faculty couldn't be offered contracts since research contracts are typically not on funded research for that period. Expectation for contract after 10 semesters, is that required?

Eykholt: Definitely not a requirement. Can't give a contract past grant funding. Have them for teaching. Difficult to give contracts for research faculty.

Doe: Since the problem for STA was often that they would reach a certain amount of time and be eligible, that obstacle was the request and the inaction. I don't see anything in the current proposal that shifts this, and this has been the problem all along.

Legare: The next major push will be E.13 and there will be further discussion of rank and title. We can address those issues then. The STA is considered, in some colleges, as a promotion.

Doe: Since in some locations the STA was treated as a promotion and created as a tenure-like packet, what assurances are there for the current STAs? This is going to be taken very hard. Conversion to senior teacher will occur seamlessly? No application process again?

Legare: STA now can keep current rank or they can assume the rank of senior instructor (it is automatic—no loss of rank). Instructor is more of an all-encompassing word.

Doe: What is the improvement that the Non-Tenure Track faculty are enjoying as a result of these changes? In 2016, it was to create improvements.

Legare: 90 percent is already in the *Manual*. Contract is the first thing after tenure track. Contract is definitely an expectation. More rights. Right to grieve and voting rights spelled out. Academic freedom spelled out. Additional rights if contract not renewed...basically new funds available to develop sabbatical.

Eykholt: Let me preface by saying, members of CoNTTF have been invited to our meetings this whole semester. They made a list of things to be achieved. One big one is the way you apply for an STA. Department chairs put you up and, because of that, you can request it, so it's harder for a department chair to ignore those people.

Cannot be temporary for more than two semesters. That has been circumvented by offering one-year contracts. Made them worse off before contracts and now the contracts are a minimum of 2 years.

Going back to STA and people being unhappy, you may remember Eykholt proposed the senior teaching appointment when he was FC chair, to promote people. This makes it a formal promotion. Can apply as Senior Teaching Instructor. Will be reviewed up the line. Department Chairs can't kill it. If people do feel like something is being taken away from them, the senior teaching title can be kept. They can continue to call themselves that as long as it's okay with departments and colleges.

Legare: Right to have an annual evaluations. This needs to occur.

Avery: Seems a significant portion of the problems are administrative. I haven't heard anything in that part.

Legare: A lot of things are verbiage issues with NTTF. They didn't want to be called NTTF. The most obvious thing was coming up with other appointment titles.

Eykholt: We can't control the policing. If it's in the *Manual*, it's in the *Manual*. Now as a Grievance Officer, I go to Dan Bush or Provost Miranda and address issues that could be systemic. I do believe this is being more addressed than two years ago.

One issue that CoNTTF raised, they feel this new structure makes them not feel as second-class citizens. They felt like leftovers. Now it is broken out into different categories.

Doe: I respect they were part of the process. I hope this is received more favorably. The titles of the work are a red herring, which can take us away from the central issues.

Legare: It will be better when we get to E.13 and address rank issues. I think it will be better addressed in rank, title, and promotion.

Eykholt: The reason STA is viewed as a promotion because it was viewed as a rank. We now have a promotion pathway. Don't have to stay instructors their whole career.

Miranda: Evaluations have been in the *Manual* and not uniformly addressed. When it was, we sent a memo to all the Deans, then the Chairs, and sometimes waited a year to see if it was done. We actually didn't know. Maybe that was a mistake and we should have been harvesting this. We started training more of the Department Chairs in the second year. This year, Dan Bush sent a spreadsheet with all of their NTTF and we required a reply when evaluations were done. This language is a little stronger.

Legare: It was brought to administration's attention and they are cracking down.

Miranda: There is more to come; revisions to E.13 to lay foundations for criteria for what time it takes for promotions, etc. This document gives a framework. I am hearing from Department Chairs and Deans that they are working on criteria for promotions. The more we can provide a foundation for their criteria, the faster this will get done. We developed a pretty good history for application of STAs. Especially in CLA, we developed a pretty good template.

Legare: We got back to all of the colleges for E.13. I spoke with someone today who is on CoFG to see this first before proceeding.

Doe: For purposes of sustaining debate, but because I know the striking of the STA is felt the way if tenured faculty was removed, as an appointment, this might be upsetting to some people. But that doesn't mean it won't be felt. Blood, sweat, and tears were extended to obtain

that title. It is felt as an honor and therefore will be taken hard.

Eykholt: There will be an instructor packet for STA promotions, in the motion up front. You are just as important as you always were--just a different name.

Miranda supports this but has a few things:

First: Instructor, Senior Instructor, Master Instructor; Assistant Professor, Associate Professor, Full Professor. Worries about creating a two-tier system.

Second: The use of part-time for at least half time. Part-time means anything less than 100% where here it's anything less than 50%.

Third: Should voting be restrictedly related to your job duties? All faculty can be involved in the hiring of faculty and just not tenure decisions.

Needed--language relating to "availability of funding" for the release time component (mini sabbatical).

Eykholt: You can handle the availability issue via policy on the Provost's website.

Miranda: We already have many things in the *Manual* that are in this new language but this sets many of the items into fuller alignment. The follow-on document relating to E.13 and promotion and career ladder. Contracts can be renewed in a few years. Rolling or years-length. Progression of job security offered here, which is healthy.

Miranda: What are the criteria used to promote? That will be another hurdle.

Hunter: Asked about the release time, and said she can't find any indication of "dependent on funding" for tenured faculty.

Miranda: This is a Board issue but they have been educated on this over the years. As recently as 10 years ago, the Board had a lot of questions around funding sabbaticals.

Gallagher: Are there any more questions for Richard and Marie?

Gallagher: Would someone make a motion to put Section E on the agenda?

Lenk moved (Mumme 2<sup>nd</sup>) to place the proposed revisions to Section E.1 and E.2 of the *Academic Faculty and Administrative Professional Manual* on the April 3, 2018 Faculty Council meeting agenda.

Lenk's motion was approved.

**C. Reports**

1. Miranda reported on the following:

No report.

2. Faculty Council Chair – Tim Gallagher

No report.

3. Board of Governors Faculty Representative – Margarita Lenk

Lenk reported on the following:

Please inform Lenk of all the great things happening in your colleges so she can relay to BOG members.

Lenk's report was received.

**D. Discussion Items**

1. University Grievance Officer evaluation

Barisas moved (Hunter 2<sup>nd</sup>) to go into executive session.

Executive Committee unanimously agreed to exit executive session.

2. Continue discussion re: Faculty Council Harry Rosenberg Distinguished Service Award

Gallagher will ask C.W. Miller (2017 award recipient) to be on the review committee, along with Carole Makela and one other Executive Committee member (TBD).

Executive Committee adjourned at 5:13 p.m.

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