MINUTES
Executive Committee
Tuesday, August 20, 2019
3:00 p.m. – Room 106 - Administration

Present: Tim Gallagher, Chair; Sue Doe, Vice Chair, Stephanie Clemons, BOG Faculty Representative; Rita Knoll, Executive Assistant; Jason Bruemmer, Agricultural Sciences; Kathleen Kelly, Business; Susan James, Engineering; Linda Meyer, Libraries; Antonio Pedros-Gascon, Liberal Arts; Tara Teel substituting for David Koons, Natural Resources; Melinda Smith, Natural Sciences; Rick Miranda, Provost/Executive Vice President

Guests: 

Absent: David Koons, Natural Resources (excused); Thomas Chermack, Health & Human Sciences (excused); Jennifer Peel, CVMBS (excused)

Tim Gallagher, Chair, called the meeting to order at 3:00 p.m.

SEPTEMBER 3, 2019 FACULTY COUNCIL AGENDA ITEMS:

I. Proposed Faculty Council Agenda – September 3, 2019 – Clark Building – Room A201 - 4:00 p.m.

A. ANNOUNCEMENTS

1. Next Faculty Council Meeting – October 1, 2019 – Clark Building - Room A201 – 4:00 p.m.
2. President’s Fall Address and University Picnic September 19, 2019 – CSU Oval – 11:30 a.m.
3. Executive Committee Meeting Minutes located on the FC website – April 23, 2019 and May 14, 2019 (http://facultycouncil.colostate.edu/faculty-council-meeting-dates-agendas-minutes/)
4. Schedule of 2019-2020 Faculty Council Meeting Dates
5. Faculty Council Membership for 2019-2020
6. Faculty Council Standing/Advisory Committees Membership for 2019-2020
7. University Committees
8. Parliamentary Motions – Quick Reference
9. Parliamentary Motions – What They Mean
10. UCC Minutes - April 26, 2019; May 3 and 10, 2019 UCC meeting minutes were approved by Executive Committee “on behalf of Faculty Council” at the May 14, 2019 Executive Committee meeting
B. MINUTES TO BE APPROVED

1. Faculty Council Meeting Minutes – May 7, 2019

C. UNFINISHED BUSINESS

D. CONSENT AGENDA

1. Confirmation of Faculty Council Secretary
2. Confirmation of Faculty Council Professional Registered Parliamentarian

E. ACTION ITEMS

F. REPORTS TO BE RECEIVED

1. President – Joyce McConnell
2. Provost/Executive Vice President – Rick Miranda
3. Faculty Council Chair – Tim Gallagher
4. Board of Governors Faculty Representative – Stephanie Clemons
5. Faculty Council Standing Committee 2018-19 Annual Reports
   a. Faculty Council Report to the Board of Governors
   b. Committee on Faculty Governance
   c. Committee on Intercollegiate Athletics
   d. Committee on Libraries
   e. Committee on Non-Tenure Track Faculty
   f. Committee on Responsibilities and Standing of Academic Faculty
   g. Committee on Scholarship, Research, and Graduate Education
   h. Committee on Scholastic Standards
   i. Committee on Strategic and Financial Planning
   j. Committee on Teaching and Learning
   k. Committee on University Programs
   l. University Curriculum Committee
6. University Benefits Committee

G. DISCUSSION
AUGUST 20, 2019 EXECUTIVE COMMITTEE AGENDA ITEMS:

Gallagher wanted to review what Executive Committee does for the new Executive Committee members. EC reviews what goes into the agenda for the Faculty Council meetings and generally reviews motions that are brought to us by committees. We decide if motions are ready to sustain debate. We are not here to second guess what standing committees are proposing. We work for the full Faculty Council. The Faculty Council itself has the final word of the faculty. The President then decides whether to forward Faculty Council approved items to the Board. Any time we propose a Manual change, everything in that document has been approved by the Board so nothing is final until they approve it. Not everything we do involves changing the Manual. If we make changes in the General Catalog or Graduate Professional Bulletin, for instance, this does not need to go through the Board.

What do we mean by “ready for debate”? We have around the table many experienced people and will sometimes recognize a problem with a proposal that a committee brings forward. Sometimes the Chair of the committee will then take the recommendation of EC and make an allowable change right then or will take it back to committee. To get on the agenda, we need a majority of voting members present. There are 12 voting members on EC.

It’s hard to move forward a proposal that we disagree with, but if it’s clear and “ready to sustain debate” when the FC meeting occurs, we can chime in at the FC meeting and express our opinions. We all have our chance to have our say at that time. If the majority of FC disagrees with you or me, then the proposal moves forward.

James: Asks whether something being missing from a proposal would constitute a proposal not being ready for debate.

Gallagher: Yes, this could happen as well.

Pedros-Gascon: Asked whether additional information can be requested to be presented.

Gallagher: Yes, and states that the Chairs who present proposals generally provide context that helps the members to make an informed decision.

Miranda: Most proposals have a rationale, but there’s nothing to prevent the FC meeting to include additional materials.

Gallagher: That is correct and we occasionally send out additional materials prior to the FC meeting. Our objective is to present members with the best information
we can such that the FC members can make an informed decision. We need to keep in mind our charge which limits us in the ways described above.

EC reviewed the agenda for the first FC meeting in September, which includes President McConnell providing a report to FC. Gallagher extended the invitation early (this summer) asking the President to attend a Faculty Council meeting as early as possible.

EC looked at committee reports that FC will review. Pedros-Gascon requests that the Committee on Intercollegiate Athletics include their budget/fiscal report as he requested as a follow-up to their report last year.

Bruemmer and James stated that other committees should also provide a report on budget for the sake of consistency.

EC decided that the Libraries and Intercollegiate Athletics seem to be the committees where information about their fiscals would be important and possible.

Pedros-Gascon: What about the parking committee?

Gallagher: This is not a Faculty Council committee, just as the University Benefits Committee is not part of the FC reporting structure. The Parking Advisory Committee is a University Committee.

Gallagher: Now we are ready to move into the actual EC meeting agenda.
AUGUST 20, 2019 EXECUTIVE COMMITTEE AGENDA ITEMS:

I. Minutes to be Approved
   A. Executive Committee Meeting Minutes
      1. May 14, 2019

Gallagher: Any corrections or additions?

Meyer moved (Smith 2nd) to place the May 14, 2019 EC meeting minutes on the Faculty Council website.

Meyer’s motion was approved.

II. Items Pending/Discussion Items
   A. Announcements
      1. The Next Executive Committee Meeting will be held on August 27, 2019.

Gallagher announced that the next meeting for Executive Committee would be on August 27, 2019 – Provost’s Conference Room

Miranda explained that he will miss an EC meeting once every two months due to CDHE meetings.

Gallagher explains the timing of sending out agenda items to the membership. The Faculty Council agenda must be ready to send out one week prior to the Faculty Council membership. We try to have the agenda in good form two weeks prior to the FC meeting so that we are not making substantive changes right before the agenda needs to be sent out. If there’s ever a meeting that’s cancelled, it will probably be the meeting the week just prior to the FC meeting.

B. Action Items
   1. New CIOSU: Institute for Research in the Social Sciences (IRISS) – CUP
Pedros-Gascon moved (Clemons 2nd) to place the New CIOSU: Institute for Research in the Social Sciences (IRISS) on the September 3, 2019 Faculty Council meeting agenda.

Pedros-Gascon’s motion was approved.

Gallagher explains that internal auditors felt that FC needs to review CUP proposals. It is rarely a controversial discussion though this is an academic thing that the faculty is involved with and aware of.

2. Discuss likely items for Faculty Council this academic year

Executive Committee of Faculty Council has a right to make suggestions to standing committees about items and concerns we would like to see discussed. Occasionally, the EC may make its own motion though not something that should be handled by a standing committee. Things that are outside the box may be important to discuss here.

Clemons recommends that we invite Blanche Hughes and Anne Hudgens give a presentation on the mental health of students. It’s a complex issue with escalations.

Gallagher: This would typically be a report. We could invite Blanche and Anne to give a 30-minute report at the October meeting.

Gallagher then clarifies how this report differs from some of the reports we are asked to entertain on the floor of FC. Sometimes people come to EC and say “I’d like to get in front of the FC and report on X.” We’ve been burned a few times when a marginal topic is addressed for 40 minutes on a topic of minimal interest, which then affects our higher priority agenda items and time constraints.

Doe asks if we decided last year as a matter of policy to review reports prior to their presentation.

Gallagher: Yes, we did make that decision last semester. We can decide to do things differently this year if we want.

Clemons states that if this is an invited report, then that may be different.
Pedros-Gascon suggests that we have a similar liberal non-interventionist approach in general for reports.

James: What happens if they start going in new directions or on to new topics?

Gallagher: There is not a hard and fast way of enforcing those who go rogue.

Teel makes the point that moving the agenda so that reports come at the end, then we guarantee that the action items are handled first.

Smith: What do you envision Blanche and Anne reporting on? Would this report on mental health be appropriate for the whole campus?

Clemons: The 30 minutes is mostly for Q&A and the presentation to FC would assist with getting the word out to colleges/units that are represented at FC and can seek the same presentation or information given at their locations.

Gallagher: We need to ask FC members to report to their constituencies about what is presented at FC meetings. We can upload to the FC website anything that’s presented on the floor of FC (such as a report on mental health).

Pedros-Gascon: Would like to have follow up on NTTF steps and ongoing processes, future steps, and progress, deepening FC understanding of who NTTF are and the shifts in policy.

Miranda: As far as upcoming initiatives go, there will be a message going out today. Demographic information is readily available and was presented to the Board at their August meeting. He offers to present this information in his report.

James: Climate Survey results have not yet been presented to FC and it would be good to hear about this.

Gallagher: The document has been uploaded to the FC website. Jennifer Schneider and her group could speak to the highlights.

Bruemmer: Promotion and Tenure committees are comprised of those at or above rank. Seeks additional assistance from OEO reps to assist since sometimes the committees and those eligible are not fully representative.
Gallagher: This would likely be a topic for CoRSAF.

Smith: Given how overworked OEO is, it might not be possible to ask them.

Miranda: New council of department chairs that could be used as an advisory panel for FC. The Policy Panel might be another body that could be helpful to FC. One initiative we need to look at is the extension unit. It has been proposed that extension specialists and agents have some sort of faculty status, as is done in many other locations. How would they be incorporated, if it was agreed to attach them? They could become faculty of departments with the chair serving as their supervisor. Other places do not associate extension faculty with departments. County directors are probably more on the ground of supervision than are department chairs. Miranda is in favor of granting faculty status but is not in favor of attaching them to departments. If we go this direction, then we need another type of unit to attach these faculty to. We currently have departments and SAUs. The Cooperative Extension could be a SAU. Another idea would be to have CSU Online involved. They are getting requests from departments to be involved in hiring decisions. Interdisciplinary degrees could also be another application. Engagement is being requested to be involved, too. Could CSU Online be a repository for NTTF?

Miranda: One last thing: approvals for courses that go online is another issue. The UCC has a practice that if a course is to go online it must be approved all over again. This is an archaic process that slows things down unnecessarily and is reducing our ability to be nimble. Would like to see the processes streamlined.

Clemons: Update us on Student Success Initiatives. Student Course Surveys. What about the additional questions faculty were going to be able to include—what happened to that? How do the surveys integrate into department codes? How are course survey initiatives going to move forward?

Teel: Good idea, and what about response rates to surveys? A report on this as well.

C. Reports

1. Provost/Executive Vice President – Rick Miranda

   Miranda reported on the following:
As part of the memo that will go out later today from the President regarding NTTF, there will be a task force relating to the Promotion and Tenure process, the distribution of professional leave and other facets of the policy shifts.

APLU has organized a bunch of universities in clusters. We are the lead institution of the Western region. A September 14 meeting is planned. The cluster will work on a graphical analysis of the complexity of all of our degree programs. 8-semester degree plan, show prerequisites, and also includes a complexity algorithm. A graduate student was hired by Miranda to input this information and this report will be distributed to chairs at the fall forum. Complexity relates to degree completion. Higher complexity correlates to lower/slower completion. This is not going to be used in any particular way but is intended to be a conversation starter. If we are more complex than other institutions in the West, then we need to be able to say why. This is going to form the basis for a number of conversations with outlier departments. Unique features and idiosyncrasies will be discussed. Look for more activity around curricular analytics.

Miranda’s report was received.

2. Faculty Council Chair - Tim Gallagher

Gallagher reported on the following.

Faculty Council Procedures Manual. This document is on the Faculty Council website. Gallagher calls attention to a few highlights:

1. EC meetings are closed. Only EC members and those we invite are allowed to be here.
2. Get a substitute if you’re going to be absent. Subs cannot stay if EC goes into executive session, so members should inform subs of this.
3. The nickname of item #7 is “the nuclear option.” It is occasionally the case that one of the standing committees decides not to do something but EC is not happy with this. EC has the authority to send something to the floor of FC over the objection of the standing committee that has primary responsibility for the policy. We invite the chair of the standing committee to come to EC and explain prior to the decision of EC. The Chair of that committee is also invited to speak on the floor of FC.
4. EC also has the authority to act on behalf of FC. We can approve something without taking it to the floor of FC. We do this only reluctantly. But routinely we have recently approved the minutes of the UCC meeting that happens right after the May FC meeting since curricular holdups otherwise occur. So, generally we would only use this tool on non-controversial items. The full FC is then informed.

5. EC does not have the authority to act on behalf of FC on matters relating to the Code (Section C).

Gallagher’s report was received.

3. Board of Governors Faculty Representative – Stephanie Clemons

Clemons had another commitment so had to leave early. She will present the Board meeting minutes at the next EC meeting on August 27, 2019.

D. Discussion Items

1. None.

Executive Committee adjourned at 4:40 p.m.

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