

**MINUTES**  
Executive Committee  
**Tuesday, November 12, 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; **Brad Goetz** substituting for Jason Bruemmer, Agricultural Sciences; **Kathleen Kelly**, Business; **Susan James**, Engineering; **Antonio Pedros-Gascon**, Liberal Arts; **Linda Meyer**, Libraries; **David Koons**, Natural Resources; **Melinda Smith**, Natural Sciences; **Jennifer Peel**, CVMBS; **Rick Miranda**, Provost/Executive Vice President

**Guests:** **Brad Goetz**, Chair, UCC; **Richard Eykholt**, UGO and CoRSAF member

**Absent:** **Thomas Chermack**, Health and Human Sciences (excused); **Jason Bruemmer**, Agricultural Sciences (excused)

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

**DECEMBER 3, 2019 FACULTY COUNCIL AGENDA ITEMS:**

- I. Proposed Faculty Council Agenda – December 3, 2019 – Clark Building – Room A201 - 4:00 p.m.**
  - A. ANNOUNCEMENTS**
    1. Next Faculty Council Meeting – February 4, 2020 – Location TBD – 4:00 p.m.
    2. Executive Committee Meeting Minutes located on the FC website –  
(<http://facultycouncil.colostate.edu/faculty-council-meeting-dates-agendas-minutes/>)
  - B. MINUTES TO BE APPROVED**
  - C. UNFINISHED BUSINESS**
  - D. CONSENT AGENDA**
    1. UCC meeting minutes –
  - E. ACTION ITEMS**
  - F. REPORTS TO BE RECEIVED**
    1. Provost/Executive Vice President – Rick Miranda
    2. Faculty Council Chair – Tim Gallagher

3. Board of Governors Faculty Representative – Stephanie Clemons
4. 2018 Employee Climate Survey results – Assessment Group for Diversity Issues

**G. DISCUSSION**

1. University Business Operations Task Force presentation  
-Lynn Johnson, Vice President for University Operations

## **NOVEMBER 12, 2019 EXECUTIVE COMMITTEE AGENDA ITEMS:**

### **I. Minutes to be Approved**

#### **A. *Executive Committee Meeting Minutes***

1. October 22, 2019

Gallagher: Any corrections or additions to these meeting minutes?

Antonio Pedros-Gascon stated he emailed some minor corrections to the Faculty Council office.

Executive Committee approved by unanimous consent. These minutes will be placed on the December 3, 2019 Faculty Council meeting agenda.

2. October 29, 2019

Gallagher: Any corrections or additions to these meeting minutes?

Executive Committee approved by unanimous consent. These minutes will be placed on the December 3, 2019 Faculty Council meeting agenda.

### **II. Items Pending/Discussion Items**

#### **A. *Announcements***

1. Next Executive Committee Meeting will be held on November 19, 2019 – 3:00 p.m. – Provost’s Conference Room

Gallagher announced that the next Executive Committee meeting will be held on November 19, 2019.

Gallagher also asked Executive Committee members if they would like to meet over Thanksgiving week. At this point in time, Gallagher has not received any urgent requests. Gallagher reminded EC members that the Faculty Council December meeting agenda has to be finalized at our next meeting on November 19.

Also, Knoll notified Lynn Johnson’s office re: the University Business Operations Task Force presentation for the December 3 FC meeting. Johnson’s assistant replied that the presentation may

need to be moved to the January Faculty Council meeting. Knoll replied that FC does not convene in January and, after talking with Gallagher, informed their office that our spring semester is usually very busy, depending on requests from others. Johnson's assistant will keep the FC office apprised, and Gallagher will update EC members.

**B. Action Items**

1. UCC meeting minutes – October 25, 2019 and November 1, 2019

Gallagher: Any questions or comments on these minutes?

No questions.

Pedros-Gascon moved (Smith 2<sup>nd</sup>) to place the October 25, 2019 and November 1, 2019 UCC meeting minutes on the December 3, 2019 FC meeting agenda.

Pedros-Gascon's motion was approved.

2. Proposed revisions to Section E.12.2 Research and Other Creative Activity of the *Academic Faculty Administrative Professional Manual* – CoRSAF

Richard Eykholt gave a brief review of Section E.12. Last year, the service and teaching sections were updated. For completeness, CoRSAF reviewed the research section. It's not a one size fits all, so more things are left up to department codes. However, the committee found some things that are useful to clarify.

Smith moved (Clemons 2<sup>nd</sup>) to place the proposed revisions to Section E.12.2 Research and Other Creative Activity on the December 3, 2019 FC meeting agenda.

Smith's motion was approved

Pedros-Gascon points out the language around "effort and success in generating funding" seems to require success.

Eykholt explained that CoRSAF wanted to convey that both effort and success would be valued. Did not wish to signal that "just effort" was the objective but rather that both are valued.

Bush likes “effort and success” because success needs to be valued. The challenges of getting funding are acknowledged with the wording.

Gallagher stated that this can be debated on the floor and probably will be; however, our question is whether this is ready to sustain debate.

Eykholt suggested the wording “both effort and success” would signal that effort also counts, matters.

Bush: The university is interested in what you do with grants and money, and the publications that derive, so the ability to get funding is an important component but by and large the greater emphasis is on the publication/scholarship that results.

Doe: It’s a stepwise process: effort at funding, followed by funding, followed by publication (with publication being the ultimate outcome).

Eykholt would like to do what EC thinks is better.

Amendment: Add the word both in front of “effort and success”

Gallagher: All in favor?

Executive Committee unanimously agreed.

3. Proposed revisions to Section J.2 Definitions and Section J.3 Ownership and Rights of the *Academic Faculty and Administrative Professional Manual* – CoRSAF

Eykholt: There has been a long-standing issue of who owns what at the university. The standard has been that you own your academic materials, but the university owns patents and inventions.

Doe moved (Clemons<sup>2nd</sup>) to place the proposed revisions to Section J.2 Definitions and Section J.3 Ownership and Rights on the December 3, 2019 FC meeting agenda.

Doe’s motion was approved.

Eykholt had a discussion with Steve Mumme and Mumme felt that this was very appropriate. He is a big AAUP person and didn’t see any problem from that point of view.

Eykholt says this gets rid of the grey area.

Clemons: What about online materials that are posted? Would that belong to faculty as well?

Eykholt: Yes.

Clemons: So when retirement happens, that person would be told that those materials were the universities and they would continue using those lectures online?

Gallagher: I believe I can shed some light on this. Linda Schutjer, in OGC, said that if I prepare lecture-like material to deliver to my online class, the physical manifestation (e.g. video) belongs to the university--if I was asked as part of my duties to create this curriculum. However, if I decided to re-record my online curriculum, this could be done and I would own 100%.

Eykholt: I teach a course and I put it on webpage for students. That is all mine. If the university hired me to do a specific job, which was preparing online material, then the university owns it.

Bush: If you work with CSU Online and are paid supplemental pay, then CSU Online could say that this can live on past your stay. If you want clarity, it may be useful to have Linda Schutjer come in and speak to these specific items.

Gallagher: I like the idea of having Linda Schutjer attend a meeting. Would you all be open to me extending that invitation?

Executive Committee unanimously agreed.

Gallagher: Anymore discussion? Gallagher indicated that he will invited Linda Schutjer, the intellectual property expert from the Office of General Counsel, to attend the December Faculty Council meeting.

Clemons: Going back to Dan's comment. If a faculty member is paid to teach a face to face course and, as a result, develops lectures related to that course then moves then to an online course, you have been paid as a regular faculty member.

Bush: CSU Online transforms the material and it ceases to be simply your own.

Kelly: We had some faculty within our college that were upset about an online course they produced and it was used beyond what they expected.

Gallagher: I am aware of this and can give a first-hand account. I was hired in the summer to prepare an online class and was paid to do this, it was not an automatic that I was the teacher every year. I asked Linda Schutjer to help me understand how this works. Schutjer said that the stuff you were paid to do by the university is owned by the university.

Eykholt: Without this change, it is clear the university has the rights to everything--right now.

Gallagher: Are we ready to vote to place Section J.2 on the December 3 FC meeting agenda?

Executive Committee unanimously agreed.

**C. *Reports***

1. Dan Bush, Vice Provost for Faculty Affairs

Bush reported on the following:

I am sure you have all heard that we are getting a new Provost sometime this year. No sense of the timetable, although Bush thinks that the search will begin shortly and this spring will bring candidates to campus with a new person onboard for fall. No word of makeup of search committee.

Pedros-Gascon speaks to his preference to not outsource the search to an external consulting company.

Gallagher: The President announced that it will be an external search.

Bush: We do not actually outsource but rather we have a search committee on campus. Hiring a search company merely helps to enlarge the pool, providing a wider range of people, but they don't make the choices. Also, Bush doesn't think this will necessarily be a closed search the way the presidential search was.

Bush's report was received.

2. Faculty Council Chair – Tim Gallagher

Gallagher reported on the following:  
Gallagher forwarded the Budget Priority Resolution on to President McConnell, which was passed by Faculty Council at the November 5 meeting. The President wants to meet with Gallagher within the next two or three weeks.

There was another NTTF Forum last Friday regarding service and NTTF. Alex Bernasek is chairing and does an excellent job running the forum.

James asked if there are *Manual* implications of the service discussions on NTTF.

Gallagher: We many need to go back to this.

3. Board of Governors Faculty Representative – Stephanie Clemons

Clemons reported on the following.

The Board meeting is in early December at the Systems Office in Denver. The College of Liberal Arts and College of Business will be highlighted at that meeting. Clemons thanked Antonio Pedros-Gascon and Kathleen Kelly for getting information out to their colleges so Clemons can represent the colleges well.

Clemons' report was received.

**D. Discussion Items**

UGO evaluation

Gallagher: Last year, Executive Committee changed the process for evaluating the University Grievance Officer.

Linda Meyer gave a brief history of the UGO evaluation. We used to have the UGO send out surveys to the people that contacted the UGO office. The discussion last year was to send out the survey to all on the campus. We revamped the survey and designed through Qualtrics. It became a very good survey through several revisions last year. Meyer will talk with Margarita Lenk to get the survey and then share the questions with Executive Committee.

Gallagher states that his hope was to simply open up the process to our discussion this time. The actual survey will be distributed in February so Meyer will bring questions to Executive Committee by the December 10 meeting.

James asked if the survey is more about the person of the grievance process.

Gallagher clarified with Meyer that this is really the UGO's annual evaluation.

Smith asked if there might be questions we want to ask to those who bounce out of the survey early due to little interaction with the UGO. Meyer gave a brief overview of how the survey is set up for those that have little interaction to no interaction with the UGO.

Executive Committee agreed to look at this to see if more information might be derived.

Executive Committee was adjourned at 3:47 p.m.

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