

AGENDA
Executive Committee
Tuesday, March 31, 2020
3:00 p.m. – Microsoft Teams

APRIL 7, 2020 FACULTY COUNCIL AGENDA ITEMS:

I. Proposed Faculty Council Agenda – Microsoft Teams - 4:00 p.m.

A. ANNOUNCEMENTS

1. Next Faculty Council Meeting – May 5, 2020 – Clark Building – Room A201 – 4:00 PM
2. Executive Committee Meeting Minutes located on the FC website – <https://facultycouncil.colostate.edu/> February 11, 18 and 25, 2020

B. MINUTES TO BE APPROVED

1. Faculty Council Meeting Minutes – March 3, 2020

C. UNFINISHED BUSINESS

D. CONSENT AGENDA

1. UCC meeting minutes – February 14, 21, 28, and March 6, 2020

E. ACTION ITEMS

1. Approve UCC meeting minutes – March 13
2. Election - Faculty Council Standing Committees – CoFG
3. New Degree: Major in Dance (BFA) to be established **effective Fall 2020** in the School of Music, Theatre, and Dance – UCC
4. New Degree: Major in Agricultural Biology, to be established **effective Fall 2020** in the Department of Agricultural Biology (formerly Department of Bioagricultural Sciences and Pest Management) - UCC
5. New CIOSU: Center for Human-Carnivore Coexistence – CUP

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. Report on Faculty and AP Retirement Plans Changes
 - Teri Suhr, Chief Total Rewards Officer of Human Resources
 - Robyn Fergus, Executive Director of Human Resources

G. DISCUSSION

MARCH 31, 2020 EXECUTIVE COMMITTEE AGENDA ITEM

Members present: **Tim Gallagher**, Chair; **Jason Bruemmer**, Agricultural Sciences; **Stephanie Clemons**, BOG Faculty Representative; **Dawn DeTienne**, College of Business; **Sue James**, Engineering; **Rick Miranda**, Provost/Executive Vice President; **Antonio Pedros-Gascon**, Liberal Arts; **Jennifer Peel**, CVMBS; **Bill Sanford**, Natural Resources; **Melinda Smith**, Natural Sciences; **Linda Meyer**, Libraries

Tim begins meeting by discussing Teams meeting processes for next week. Explains Teams function bar and how this will work for next week's meeting.

Next EC meeting will be *on April 14*

I. Minutes to be Approved

A. *Executive Committee Meeting Minutes*

1. March 24, 2020 – See materials attached to this EC agenda packet (pp. 4-9).

Approved by unanimous consent.

II. Items Pending/Discussion Items

A. *Announcements*

1. Next Executive Committee Meeting will be held on March 31, 2020 – 3:00 p.m. – Provost's Conference Room

B. *Action Items*

1. Discussion with Kelly Long, Vice Provost for Undergraduate Affairs, of issues relating to the administration of final exams during the Spring 2020 semester

Kelly states that we bought a contract with Proctor U which allows for 60K uses which boils down to 2 uses per student so now seeking another vender who could provide a less limiting approach to proctoring exams. Is concerned about getting to final exams and then students discover that there could be a charge for taking their exam. Would like to see a prioritized list of courses that need Proctor U.

Rick: A new product called Monitor has nearly unlimited assessment available for the next two months. Would like to encourage others to use this product after the courses are prioritized that need to use Proctor U.

Kelly when she brought this to Rick the Monitor system wasn't available but there's a sense of "overwhelm" in students and in the context of a high stakes exams. Lower stakes approaches are being encouraged at this time.

Jason: I put a text up there as to whether Monitor works with Chromebook since Proctor U doesn't.

Kelly welcomes ideas.

Rick indicates that he will find out.

2. Discussion of possible Faculty Council resolution on race bias issues. A draft of a possible resolution is part of the materials being sent with this agenda.

Back to the agenda.

RBEI proposal discussion.

Sue James speaks to the point. Explains the Student Demands meeting. Our discussion of some kind of resolution on behalf of Faculty Council.

Sue Doe speaks further to the genesis of the document.

Linda suggests that we change the language from "glacially slow and unacceptable progress" language to something that reflects the progress that has been made. Say something about the progress rather than say that it has been glacially slow.

Antonio: Is thankful for the text that is being advanced. The students were pleasantly surprised by things that are being done and so it may be important to suggest that the institution is moving in the right direction. Would prefer to not overreact to that progress but the students also need some indication of our willingness to move forward. On the one hand of being in favor of the statement and seeking a ote of trust from the students. We are trying out best but students do not know this.

Kelly: A sense across the campus that it's not only students but student affairs colleagues of the things faculty are doing. Changing courses to literally provision ourselves with the only 3 credits available to address some of these concerns. The "faculty" is a gigantic sector on the campus. There can be 10 people doing great things and 1 who isn't and that one person can send the wrong message and be the wrong thing. We have a lot of resistance to change. Students are asking to be seen in the curriculum.

Carol: I am in support of a resolution of this nature but I think it needs to be shortened and simplified so that it's not a checklist of here's a need and here's what needs to be done. Needs we see, the nature of the support, support will be continuing and going forward to address realistic demands or issues. It's too easy for people to pick out that they're not in agreement in and not put their endorsement behind it.

Tim: Would you be willing to draft something that shows support and a proactive nature rather than a reactive nature.

Sue J: I agree Carol. This is mirroring the conversation on the athletic funding resolution. If we do this and it passes, we need to work on what comes out of it.

Carol: I'll make an effort to come up with a shortened document of support as well as a commitment on behalf of the faculty.

Jason, Mindy, Antonio, William, Jennifer, Dawn, Melinda all indicate support for a shortened resolution.

Antonio asks Kelly Long to speak to how students are not seeing themselves.

Kelly: May not see themselves in the literature canon or the representation of history. Also a kind of microaggression that sometimes reflect Faculty are often trying to walk a fine line between the discipline and course curriculum that students are interested in. External standards of expectation of what's needed, the learning outcome, and are we sure that we have named the only way to get there or might we do it in other ways. Interaction with peers is important and students are calling for dialogue approaches that reflect the challenges of talking across difference.

Sue J: Likes the plan forward. And we have some institutional support.

Sue D: speaks to several of the p.d. activities

Kelly speaks to the challenge of how to do this in virtual space.

Tim suggests that we move on to Rick's report due to his time constraints.

C. Reports

1. Provost/Executive Vice President – Rick Miranda

If we start talking about what's going on, we won't finish by 5! He has been amazed and heartened by how the faculty have transitioned virtually overnight and are out there with our students trying to make this work. The devil is in the details. It has been a big lift and he is very appreciative.

Sue J: asks about summer and fall

Rick: The president feels it's prudent to assume a remote summer session. We may also wish to add some courses so that students could use that time to catch up. Increase the catalog. Use summer to attract our new students and have headstart classes that might be attractive to students who want to become a Ram a little earlier. That might be especially attractive this summer. It's even possible that we will need to start the fall semester remotely as well but we don't know.

Antonio: Is concerned about graduate programs and the effect especially on international students and their ability to move in and get started. The anxiety of students is high.

Rick: We are concerned about all enrollments and especially about international students. Sometimes we get a bump from Colorado students who might decide to stay in-state but we might also lose out-of-state students. Students tend to come back to school during recession. The international situation is very opaque and we're definitely at some risk. Grad school and international programs and INTO are all working to try to keep international enrollment up.

2. Faculty Council Chair – Tim Gallagher

Has been working on the agenda packet that will go out tonight. There will be some additional documents that will facilitate this large Teams meeting. Encourages us to talk to our colleagues and have some flexibility in terms of how things work at that meeting. Tim is not afraid of a good controversial motion and we can still achieve that but more how we are going to cast our vote in Teams and with others in ACNS that we think will be best processes with regard to how things are going to work.

Rick: the quantity of people should not be of concern. How we are going to navigate voting will need to thought through carefully.

Tim: Here's what we're going to do. After the discussion. In the chat box, type Yes. ("Show Conversation" button is clicked on.) All opposed will type No. Because the yeses and nos will be visible we should be able to count the number pretty quickly. We can also see who is entitled to vote and verify that only those who are entitle, do so. Ayes and Nos will be handled in this manner. Sometimes at meetings there is a call for a secret ballot but it's pretty rare. If something so controversial comes up, then Tim is not sure we have the mechanism for doing that. "Polly" could possibly be used. If we had to, we would be able to have anonymous voting but we wouldn't be able to verify that these were all entitled members.

Sue J: If it's anonymous, you're not going to know who voted. There will be voting and non-voting members at the meeting. The non-voting members.

Sue D: How will non-voting members know that they're invited?

Tim: Yes, this came up that there are deans who would like to attend so if other deans want to come and participate they can and will receive an invitation. The agenda will go out to everybody. Will let all non-voting members know that they can attend the meeting.

Sue: Can guests attend?

Tim: Others (guests) can attend and should send a note to Tim to be invited to the Teams meeting. They can be granted permission to speak.

Antonio: Offers several options—doesn't see any extremely troublesome votes but probably not extremely controversial. If not, then Polly. Perhaps Tim's screen could be shared. If people are concerned about being actually entitled voting members, then move to email.

Tim: I like your idea. But if we have a vote that is 60-10 and we have 3 people who say I don't want my name attached to my vote, we can say that the motion passed. Those email votes might very well tip the balance if it's a close vote and if there's concern about having their name

attached to their vote. We need not announce this at the meeting but can offer the option to vote by sending vote to Tim's email for confidentiality.

Jennifer Peel points out that ZOOM is another option and you can control polling through that platform.

Stephanie points out that ZOOM is being corrupted through integration of pornography and so you have to be careful with this platform.

The next EC meeting will be in 2 weeks. One week from today will be our Faculty Council meeting.

Antonio: I see that we have several elections going on in the agenda. Are we going to have the university benefits committee member too?

Tim: There has not been any nomination for the University Benefits Committee.

Antonio would like to know why that committee member hasn't been pursued and identified.

Tim agrees to ping Steve Reising and the CoFG to seek someone. Tim goes to their meetings and wasn't aware of empty seats.

Antonio: There has been at least one empty seat for 1.5 years.

3. Board of Governors Faculty Representative – Stephanie Clemons

The next BoG is May 6-8. June 3-5 is the retreat.

Tim asks about feedback from BoG regarding President's evaluation.

Stephanie will look into it.

D. Discussion Items

1. Faculty Council Harry Rosenberg Distinguished Service Award

Tim: We have only one nomination for the Harry Rosenberg Award. How do you want to handle that?

Carol: I think it's important that we look at the relationship between the criteria and the award.

Tim: Tim assures that Jenny met the criteria.

Sue J: Was there a packet?

Tim assures that there was. He can send out the packet to all of us.

Meeting adjourned at 4:10 PM.

MINUTES
Executive Committee
Tuesday, March 24, 2020
3:00 p.m. – Microsoft Teams

Members present: **Tim Gallagher**, Chair; **Jason Bruemmer**, Agricultural Sciences; **Stephanie Clemons**, BOG Faculty Representative; **Dawn DeTienne**, College of Business; **Sue James**, Engineering; **Rick Miranda**, Provost/Executive Vice President; **Antonio Pedros-Gascon**, Liberal Arts; **Jennifer Peel**, CVMBBS; **Bill Sanford**, Natural Resources; **Melinda Smith**, Natural Sciences; **Linda Meyer**, Libraries

Guests: **Brad Goetz**, Chair of UCC; **Wayne Hall**, IT Specialist; **Kathy DuQoin**, Executive Assistant to the Provost

Absent: **Carole Makela** (excused)

APRIL 7, 2020 FACULTY COUNCIL AGENDA ITEMS:

II. Proposed Faculty Council Agenda – April 7, 2020 – Clark Building – Room A201 - 4:00 p.m.

B. ANNOUNCEMENTS

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B. MINUTES TO BE APPROVED

1. Faculty Council Meeting Minutes – March 3, 2020

C. UNFINISHED BUSINESS

D. CONSENT AGENDA

1. UCC meeting minutes – February 14 and 21, 2020

E. ACTION ITEMS

1. Election - Faculty Council Standing Committees – CoFG
2. Election – Student Conduct Appeal Committee (formerly University Disciplinary Panel) – CoFG

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. Report on Faculty and AP Retirement Plans Changes
-Teri Suhr, Chief Total Rewards Officer of Human Resources
-Robyn Fergus, Executive Director of Human Resources

G. DISCUSSION

MARCH 24, 2020 EXECUTIVE COMMITTEE AGENDA ITEMS:

I. Minutes to be Approved

A. *Executive Committee Meeting Minutes*

1. March 10, 2020

II. Items Pending/Discussion Items

B. *Announcements*

1. Next Executive Committee Meeting will be held on March 31, 2020 – 3:00 p.m. – Provost’s Conference Room

B. *Action Items*

1. UCC meeting minutes – February 28, 2020; March 6, 2020
2. Process for making editorial changes to the *Manual* for gender inclusiveness and for faculty position descriptions
3. New Degree: Major in Dance (BFA) to be established **effective Fall 2020** in the School of Music, Theatre, and Dance – UCC

4. New Degree: Major in Agricultural Biology, to be established **effective Fall 2020** in the Department of Agricultural Biology (formerly Department of Bioagricultural Sciences and Pest Management) - UCC

C. Reports

1. Provost/Executive Vice President – Rick Miranda
2. Faculty Council Chair – Tim Gallagher
3. Board of Governors Faculty Representative – Stephanie Clemons
4. UBOTF presentation
-Lynn Johnson, VP for University Operations

D. Discussion Items

Orientation to the use of the Teams environment.

- Explains how to turn off camera. How to use ellipses.
- Recommends that we turn off recording and video to reduce use of bandwidth. Transcription will occur. Will do this for the FC meeting on April 7, too.
- Explains that he will use the chat function to recognize members at the meeting on April 7.
- Explains the microphone icon. Use it to go in and out of meeting. Shows where Files can be viewed.
- Antonio: Is surprised that we are recording this meeting. Points out that the Roberts Rules doesn't allow this.
- Tim: This is correct but we're in a crisis mode and will need to use different mechanisms for now.

Tim moves to getting the agenda populated

Teri Suhr and Robyn Fergus of HR will give their presentation on April 7 about our retirement plans.

The minutes of March 10 on page 1-10 in packet. Any corrections? Please type in the conversation bar to say you have changes.

Next EC meeting will be March 31. We will hold that meeting through Teams. We will not be able to put items on the agenda because it will be too late since the agenda goes out that day to the membership.

Our first item for today is the UCC minutes, pages 11-16 of agenda packet.

Page 11
Executive Committee Meeting Agenda
March 31, 2020
Brad is available for questions.

Rick asks if the change to regarding online and resident instruction is in the packet.

Brad says no.

Antonio makes the motion to approve the UCC minutes. 2nd from Melinda. Motion on the floor.
Is approved

Tim refers us to pages 17 and 18 of agenda packet

Talks about the changes to manual with regard to gender pronouns and to appointment types. Sue did gender changes, Richard did appointment type changes.

Asks Rick about whether the changes might be addressed differently with the Board, and Rick indicates that he supports the approach generally since otherwise we would be handing the board the entire manual. What he wants to take to the board is the approval to make these changes via a memo like Sue has provided.

Tim invites comments. None appear.

Are there objections to the process as Tim and Rick have described it?

Rick: Am I correct that we are not only altering the procedure for the Board but we are not going to the entire FC for a vote? Our vote here would be that we are taking the matter to the board and hence it is not an action item. Generally there are two votes. FC and Board. There does not need to be a FC vote on this.

Antonio has no objection to the changes but wonders how fast we need this out there. This will be supported by the FC. If it's something that we need to do ASAP then OK, but if it's something that could withstand 10 minutes of discussion, then he would be in favor of waiting until FC approval could be obtained.

Tim: If you bring this as an action item, then it's amendable. We might wind up with many ideas about how to establish gender neutrality. This has the potential to bog down for hours as we make our way through the entire Manual.

EC indicates sufficient "no objections" to approve this approach.

Brad: Can we get this new major in dance onto the FC agenda for the April 7 meeting?

Tim: Yes. This would appear in the FC agenda in April. Could I have a motion to approve. Sue James makes the motion to approve and Jason 2^{nds}.

Passes.

Brad: Speaks to the major in ag biology. This is an Undergraduate major in the new department.

Melinda: This is a new undergrad major. They didn't have one before, is that correct? And they contacted other departments that might be affected?

Brad: Yes, they have been in contact with all affected departments.

Bill Sanford moves, Jennifer 2nds. All in favor type in yes or no. The motion carries.

Rick's Report: Says he has not had much to do. (All laugh remotely.) We go live tomorrow morning with teaching and learning. A lot of people have stepped up. He invites people to ask questions.

Antonio asks about tenure and promotion cases and whether the Provost's Office could consider the postponement of tenure cases, meaning people who are approaching tenure review could request an extension.

Rick: Yes, we are considering that strongly.

Melinda: Appreciates the way that Rick and others have communicated through this crisis.

Sue: Asks about whether grading move to Pass/Fail.

Rick: We will use Satisfactory/Unsatisfactory and students can move their grade from letter grade to S/U at the end of the course, roughly within a week or two of the end of the semester. It will be the students' decision. A, B and C will transition to an S. D and F will transition to a U.

Stephanie: Follow up question. We have some classes in the major that require a C or better. If students choose an S, then they'll have done a C or better, correct?

Rick: Yes, and there are some classes that must come in as a B or better but they are few and will have to be dealt with individually.

Tim's Report

Sue, Sue, and Stephanie have been working on a possible draft in the response to the nptb (race) Student Demands. We will share at our next meeting and get feedback but wanted to give you a heads up that this is coming.

This is the usual time when we give the board feedback on the President but it's still a bit early.

The board does the evaluation. Given that everything is so different we will ask the Board what they would like in terms of feedback.

Harry Rosenberg Award. We do have one nomination coming in. We can touch base on this topic next week. This doesn't have to be on the April meeting agenda and can be on the May agenda.

Does anyone have questions of me?

None.

Stephanie does not have anything to report from the BoG.

Tim: It's going to be quite a challenge to do what we just did on April 7. I feel kind of good that we got our business done today but we are going to try to scale this up to 100 people. I've been on calls with 35 or so but have not done this with 100 people. Wayne will be present for the entire meeting on April 7. Tim wonders about whether anyone has questions.

Sue James suggests that everyone should turn off video.

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Executive Committee Meeting Agenda

March 31, 2020

Rick: Have we investigated any other alternatives for voting? The method we used today could be onerous with 100 people.

Tim: with other mechanisms, no one would know what the vote was except me. Tim is uncomfortable with that. There may be another method that would be more efficient. He requests ideas be sent to him.

Mindy: Are you planning on sharing your screen when you go through the agenda during the meeting?

Tim: that IS a possibility. I should probably follow up with Wayne. In the Teams environment, you reduce some parts of the screen and make others more visible.

Dawn: Reports that she has the agenda up, can see the conversation. So everyone can do this for themselves.

Stephanie: Does this mean that Terri Suhr's presentation would be up instead of the agenda at that time?

Tim: Terri and Robin will take over the screen and will talk over the slides as they make their presentation.

Antonio: Mentions that he uses polleverywhere. com. People could vote with their telephone using this application.

Tim: I can look into that. But there may be some good reasons to have the vote recorded in the Team environment where there's a record.

Stephanie; Just related to the voting again. If we did verbal voting, would volume manage the voting?

Tim: No. only one person can speak at a time.

We are adjourned at 3:55 PM. Will meet again in one week.