

PLEASE NOTE: Members, when addressing Faculty Council, please stand and identify yourselves. Guests wishing to speak please fill out a guest card to be handed to the Chair prior to speaking.

PLEASE NOTE: Members planning to introduce amendments are requested to provide copies to the Faculty Council Office, 18A Administration, at least 24 hours before this meeting.

AGENDA
Faculty Council Meeting
Tuesday, September 6, 2016 – 4:00 p.m. – A201 Clark Building

I. Faculty Council Agenda – September 6, 2016 – A201 Clark Building 4:00 p.m.

A. ANNOUNCEMENTS

1. Next Faculty Council Meeting – October 4, 2016– A201 Clark Building – 4:00 p.m.
2. Executive Committee Meeting Minutes located on FC website – April 19 and April 26, 2016; May 10, 2016
(<http://facultycouncil.colostate.edu/faculty-council-meeting-dates-agenda-minutes/>)
3. Faculty Council – Location of Issues – Tracking (pp. 1-2)
4. Schedule of 2016-17 Faculty Council Meeting Dates (p. 3)
5. Faculty Council Membership List 2016-17 (pp. 4-7)
6. Faculty Council Standing Committees Membership List 2016-17 (pp. 8-12)
7. University Committees Membership List (pp. 13-15)
8. Parliamentary Motions – Quick Reference (p. 16)
9. Parliamentary Motions – What They Mean (p. 17)
10. UCC Minutes – April 22 and 29, 2016; May 6, 2016 minutes were approved by Executive Committee (May 10, 2016) on behalf of Faculty Council (Appendix 1 – pp. A1- A90).

B. MINUTES TO BE APPROVED

1. Faculty Council Meeting Minutes – May 3, 2016 (pp. 18-45)

C. UNFINISHED BUSINESS

1. University Committee Elections – Committee on Faculty Governance (pp. 46-47)
2. Standing Committee Elections – Committee on Faculty Governance (p. 48)

D. REPORTS TO BE RECEIVED

1. Provost/Executive Vice President – Rick Miranda
2. Faculty Council Chair – Mary Stromberger
3. Board of Governors Faculty Representative – Paul Doherty, Jr.
4. Faculty Council Standing Committee 2015-16 Annual Reports
 - a. Faculty Council Report to the Board of Governors (pp. 49-55)
 - b. Committee on Faculty Governance (p. 56)
 - c. Committee on Intercollegiate Athletics (pp. 57-58)
 - d. Committee on Libraries - PENDING
 - e. Committee on Non-Tenure Track Faculty (pp. 59-62)
 - f. Committee on Responsibilities and Standing of Academic Faculty – PENDING
 - g. Committee on Scholarship, Research, and Graduate Education (p. 63)
 - h. Committee on Scholastic Standards (pp. 64-67)
 - i. Committee on Strategic and Financial Planning (pp. 68-70)
 - j. Committee on Teaching and Learning (pp. 71-73)
 - k. Committee on University Programs (pp. 74-76)
 - l. University Curriculum Committee (pp. 77-80)
5. University Benefits Committee (pp. 81-83)

E. CONSENT AGENDA

1. Confirmation of Faculty Council Secretary – Rita Knoll – Executive Assistant to Faculty Council (p. 84)
2. Confirmation of Faculty Council Parliamentarian – Lola Fehr – Professional Registered Parliamentarian (p. 85)

F. ACTION ITEMS

1. Proposed revisions to the *Graduate and Professional Bulletin* – Continuous Registration – CoSRGE (pp. 86-87)
2. New Degree: PhD in Computer Engineering – effective Spring 2017 in the Department of Electrical and Computer Engineering, College of Engineering – UCC (pp. 88-93)

3. New Degree: MS in Computer Engineering, Plan A and Plan B – effective Spring 2017 in the Department of Electrical and Computer Engineering, College of Engineering – UCC (pp. 94-103)
4. Proposed revisions to Section C.2.1.9.5.d Committee on Libraries of the *Academic Faculty and Administrative Professional Manual - CoFG* (p. 104)
5. Revise Academic Calendars (Fall and Spring semesters) 2016-2018; 2018-2020; and 2020-2022 to include Sunday commencements (pp. 105-114)

G. DISCUSSION

Secretary's Note: Please detach at this line, print your name, and leave in attendance box at the Faculty Council Meeting. If you must be absent, you are encouraged to send a substitute representative of academic faculty status in order to provide proper representation at the meeting. Substitutes should turn in the attendance slip at the meeting and indicate on the slip whom they are representing. Members will find it helpful to have copies of the Faculty Council, University Curriculum Committee and Executive Committee minutes available for reference at the meeting.

**Faculty Council Tracking
Location of Issues – Standing and Advisory Committees
August 2016**

COMMITTEE ON FACULTY GOVERNANCE

- Elections – grievance and discipline Panels, FC standing committees, FC representatives
- Electronic voting procedures for FC reps
- University Policy Review Committee

COMMITTEE ON INTERCOLLEGIATE ATHLETICS

- Review charge

COMMITTEE ON LIBRARIES

- Serial subscriptions and impacts of cancellation
- Open access text books
- Data management; ORCID

COMMITTEE ON NON-TENURE TRACK FACULTY

- NTTF appointments, promotion pathway, professional development, and participation in shared governance

COMMITTEE ON RESPONSIBILITIES AND STANDING OF ACADEMIC FACULTY

- Service evaluation and recognition
- Appendix I
- E.9 – merit salary increase decisions
- Section K

COMMITTEE ON SCHOLARSHIP, RESEARCH AND GRADUATE EDUCATION

- Professional Doctorate degree programs

COMMITTEE ON SCHOLASTIC STANDARDS

- Grade appeal policy
- Discipline panel policy

COMMITTEE ON STRATEGIC AND FINANCIAL PLANNING

- Shared governance process for multi-year, central investments in strategic initiatives

COMMITTEE ON TEACHING AND LEARNING

- Student Course Survey redesign (budget request and timeline for deliverables)
- TILT/UDTS Task Force recommendations on Teaching Effectiveness (FC has requested that CoTL consider drafting language for faculty manual addressing this issue).
- Task Force Report on Proctoring in Online/distance education
- Catalog and Manual revisions to Called to Active Military Duty

UNIVERSITY CURRICULUM COMMITTEE

- Review student recommendations on AUCC 3E (diversity)
- Student learning outcomes
- Guaranteed Transfer (gt) Pathways courses

COMMITTEE ON UNIVERSITY PROGRAMS

- Earth System Modeling and Education Institute (ESMEI)
- CSU Photovoltaics Center
- Biennial review of existing Centers

**Faculty Council/Executive Committee
Meeting Dates - 2016-2017**

FACULTY COUNCIL/4:00 p.m.

EXECUTIVE COMMITTEE/3:00p.m.
(106 Administration)

September 6, 2016 - A201 Clark

August 23, 2016
August 30, 2016

September 13, 2016
September 20, 2016
September 27, 2016

October 4, 2016 - A201 Clark

October 11, 2016
October 18, 2016
October 25, 2016

November 1, 2016 – Eddy 212

November 8, 2016
November 15, 2016
November 29, 2016

December 6, 2016 - A201 Clark

December 13, 2016

January – No FC meetings

January 24, 2017
January 31, 2017

February 7, 2017 –TBD

February 14, 2017
February 21, 2017
February 28, 2017

March 7, 2017 – TBD

March 21, 2017
March 28, 2017

April 4, 2017 – TBD

April 11, 2017
April 18, 2017
April 25, 2017

May 2, 2017 – TBD

May 9, 2017

**MEMBERSHIP OF THE FACULTY COUNCIL
2016-2017**

OFFICERS

Chair: Mary Stromberger
Executive Assistant: Rita Knoll
Professional Registered Parliamentarian: Lola Fehr

Vice-Chair: Stephanie Clemons
BOG Representative: Paul Doherty, Jr.

ELECTED MEMBERS	REPRESENTING	TERM
Agricultural Sciences		
Stephan Kroll	Agricultural and Resource Economics	2019
Stephen Coleman	Animal Sciences	2018
Scott Nissen	Bioagricultural Sciences & Pest Management	2018
Adam Heuberger	Horticulture & Landscape Architecture	2019
Francesca Cotrufo	Soil and Crop Sciences	2017
Jane Choi	College-at-Large	2019
Jason Ahola	College-at-Large	2017
TBD	College-at-Large	2019
Health and Human Sciences		
Anna Perry	Design and Merchandising	2019
Brian Tracy	Health and Exercise Science	2018
David Sampson	Food Science and Human Nutrition	2019
Lisa Daunhauer	Human Development and Family Studies	2018
Scott Glick	Construction Management	2017
Barb Hooper	Occupational Therapy	2017
Tom Chermak	School of Education	2018
Eunhee Choi	School of Social Work	2019
Business		
Bill Rankin	Accounting	2019
Stephen Hayne	Computer Information Systems	2018
Tianyang Wang	Finance and Real Estate	2019
Troy Mumford	Management	2018
Kelly Martin	Marketing	2018
(substituting for Tuba Ustuner-Fall 2016 sabbatical)		
Lisa Kutcher	College-at-Large	2019
TBD	College-at-Large	2019
Engineering		
Russ Schumacher	Atmospheric Science	2018
Travis Bailey	Chemical and Biological Engineering	2019
Rebecca Atadero	Civil and Environmental Engineering	2018
Siddharth Suryanarayanan	Electrical and Computer Engineering	2019
Shantanu Jathar	Mechanical Engineering	2017
J. Rockey Luo	College-at-Large	2019

Steven Reising	College-at-Large	2019
Ted Watson	College-at-Large	2018
Liberal Arts		
Michael Pante	Anthropology	2017
Marius Lehene	Art	2017
Julia Khrebtan-Horhager	Communication Studies	2019
Robert Keller	Economics	2017
Sue Doe	English	2018
Albert Bimper	Ethnic Studies	2019
TBD	Languages, Literatures and Cultures	2018
Adrian Howkins	History	2017
TBD	Journalism and Technical Communication	2017
Wesley Ferreira	Music, Theater, and Dance	2019
Moti Gorin	Philosophy	2019
Kyle Saunders	Political Science	2018
Tara Opsai	Sociology	2019
Antonio Pedros-Gascon	College-at-Large	2019
Mohammed Hirchi	College-at-Large	2017
David Riep	College-at-Large	2018
Angela Christian	College-at-Large	2018
Lori Peek	College-at-Large	2018
Natural Resources		
Monique Rocca	Ecosystem Science and Sustainability	2017
Julie Savidge (Fall 2016; Barry Noon (thru Spring 2018)	Fish, Wildlife, & Conservation Biology	2018
Maria Fernandez-Gimenez	Forest and Rangeland Stewardship	2017
William Sanford	Geosciences	2017
Stuart Cottrell	HDNR in Warner College	2017
Natural Sciences		
TBD	Biochemistry and Molecular Biology	2019
Melinda Smith	Biology	2018
George Barisas	Chemistry	2017
Ross McConnell	Computer Science	2019
Gerhard Danglmayr	Mathematics	2017
Mingzhong Wu	Physics	2017
Silvia Canetto	Psychology	2019
Mary Meyer	Statistics	2019
Ed DeLosh	College-at-Large	2017
Anton Betten	College-at-Large	2019
Janice Moore	College-at-Large	2018

Brad Conner	College-at-Large	2018
Alan Van Orden	College-at-Large	2018

Veterinary Medicine & Biomedical Sciences

C.W. Miller	Biomedical Sciences	2019
Dean Hendrickson	Clinical Sciences	2019
Lucas Argueso	Environmental & Radiological Health Sciences	2017
Alan Schenkel	Microbiology, Immunology and Pathology	2018
Ryan Ferris	College-at-Large	2017
Gerald Callahan	College-at-Large	2017
Patrick McCue	College-at-Large	2018
Stuart Tobet	College-at-Large	2018
DN Rao Veeramachaneni	College-at-Large	2018
Marie Legare	College-at-Large	2019
Anne Avery	College-at-Large	2019
Tod Clapp	College-at-Large	2019
Dawn Duval	College-at-Large	2019

University Libraries

Nancy Hunter	Libraries	2019
Naomi Lederer substituting (Fall 2016) for Michelle Wilde	At-Large	2019

Ex Officio Voting Members

Mary Stromberger	Chair, Faculty Council/Executive Committee	2017
Stephanie Clemons	Vice Chair, Faculty Council	2017
Paul Doherty, Jr.	BOG Faculty Representative	2017
Don Estep, Chair	Committee on Faculty Governance	2017
Todd Donavan, Chair	Committee on Intercollegiate Athletics	2017
Nancy Hunter, Chair	Committee on Libraries	2017
Jenny Morse, Chair	Committee on Non-Tenure Track Faculty	2017
Bill Hanneman, Chair	Committee on Responsibilities & Standing of Academic Faculty	2017
William Sanford, Chair	Committee on Scholarship Research and Graduate Education	2017
Karen Barrett, Chair	Committee on Scholastic Standards	2017
Katharine Leigh, Chair	Committee on Strategic and Financial Planning	2017
Matt Hickey, Chair	Committee on Teaching and Learning	2017
Eric Prince, Chair	Committee on University Programs	2017
Carole Makela, Chair	University Curriculum Committee	2017

Ex-Officio Non-Voting Members

Anthony Frank	President
Rick Miranda	Provost/Executive Vice President
Brett Anderson	Vice President for Advancement
Mary Ontiveros	Vice President for Diversity
Louis Swanson	Vice Provost for Engagement/Director of Extension
Robin Brown	Vice President for Enrollment and Access
Dan Bush	Vice Provost for Faculty Affairs
Patrick Burns	Vice President for Information Technology/Dean Libraries
Jim Cooney	Vice Provost for International Affairs
Tom Milligan	Vice President for Public Affairs
Alan Rudolph	Vice President for Research
Blanche M. Hughes	Vice President for Student Affairs
Kelly Long	Vice Provost for Undergraduate Affairs
Amy Parsons	Vice President for University Operations
Ajay Menon	Dean, College of Agricultural Sciences
Jeff McCubbin	Dean, College of Health and Human Sciences
Beth Walker	Dean, College of Business
David McLean	Dean, College of Engineering
Jodie Hanzlik	Dean, Graduate School
Ann Gill	Dean, College of Liberal Arts
Jan Nerger	Dean, College of Natural Sciences
Mark Stetter	Dean, College of Vet. Medicine & Biomedical Sciences
John Hayes	Dean, Warner College of Natural Resources
Toni-Lee Viney	Chair, Administrative Professional Council

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FACULTY COUNCIL STANDING /ADVISORY COMMITTEES

July 1, 2016 - June 30, 2017

(three-year terms unless otherwise indicated)

Executive Committee (one-year terms)

Chair	Mary Stromberger	2017
Vice-Chair	Stephanie Clemons	2017
Agricultural Sciences	Jason Ahola	2017
Health and Human Sciences	Scott Glick	2017
Business	Troy Mumford	2017
Engineering	TBD	2017
Liberal Arts	TBD	2017
Natural Resources	TBD	2017
Natural Sciences	George Barisas	2017
Veterinary Medicine and Biomedical Sciences	Lucas Argueso	2017
University Libraries	Nancy Hunter	2017
Faculty Representative to BOG	Paul Doherty, Jr.	2017
Office of the Provost (<i>ex officio</i> *)	Rick Miranda, Provost/Executive Vice President	
Staff Support	Rita Knoll, Executive Assistant	

Committee on Faculty Governance

Agricultural Sciences	Merlyn Paulson	2017
Health and Human Sciences	Scott Shuler	2017
Business	Leo Vijayasathy	2019
Engineering	Steve Reising, Co-Chair	2019
Liberal Arts	Emily Moore	2018
Natural Resources	Troy Ocheltree	2019
Natural Sciences	Don Estep, Chair*	2019
Veterinary Medicine and Biomedical Sciences	Quinton Winger	2018
University Libraries	Allison Level	2018
Faculty Council Chair (<i>ex officio</i>)	Mary Stromberger	

Committee on Intercollegiate Athletics

Agricultural Sciences	Andrew Seidl	2019
Health and Human Sciences	Karen Hyllegard	2019
Business	Todd Donovan, Chair*	2017
Engineering	Stephen Milton	2019
Liberal Arts	Kyle Saunders	2018
Natural Resources	Kevin Crooks	2019
Natural Sciences	Gregory Florant	2017
Veterinary Medicine and Biomedical Sciences	Craig Webb	2018
University Libraries	Mark Shelstad	2017
Student Representative (Undergraduate)	TBD	2017
Student Representative (Graduate)	Seth Butler	2017
Faculty Representative to Athletics (<i>ex officio</i>)	James Francis	
Director of Intercollegiate Athletics (<i>ex officio</i>)	Joe Parker	

Faculty Council Chair (*ex officio*)

Mary Stromberger

Committee on Libraries

Agricultural Sciences	Kellie Enns	2017
Health and Human Sciences	Susan Baker	2017
Business	Laurence Johnson	2018
Engineering	Mazdak Arabi	2019
Liberal Arts	Antero Garcia	2017
Natural Resources	Jerry Magloughlin	2019
Natural Sciences	Martin Gelfand	2018
Veterinary Medicine and Biomedical Sciences	Noreen Reist	2018
University Libraries	Nancy Hunter, Chair*	2019
Student Representative (Undergraduate)	TBD	2017
Student Representative (Graduate)	TBD	2017
Dean, Libraries (<i>ex officio</i>)	Patrick Burns	
Staff Support - Assistant to the Dean of Libraries	Becky Tamlin	
Faculty Council Chair (<i>ex officio</i>)	Mary Stromberger	

Committee on Responsibilities and Standing of Academic Faculty

Agricultural Sciences	Jennifer Martin	2018
Health and Human Sciences	Mary Nobe	2017
Business	Dan Turk	2018
Engineering	Christian Puttlitz	2019
Liberal Arts	Tim Amidon	2018
Natural Resources	Mike Gavin	2017
Natural Sciences	Richard Eykholt	2017
Veterinary Medicine and Biomedical Sciences	Bill Hanneman, Chair*	2017
University Libraries	Linda Meyer	2018
Faculty Council Chair (<i>ex officio</i>)	Mary Stromberger	

Committee on Scholarship, Research, and Graduate Education

Agricultural Sciences	Gregory D. Graff	2019
Health and Human Sciences	Juyeon Park	2017
Business	Donald Samelson	2018
Engineering	Sid Suryanarayanan	2019
Liberal Arts	Johnny Plastini	2018
Natural Resources	Bill Sanford, Chair*	2019
Natural Sciences	Melinda Smith	2018
Veterinary Medicine and Biomedical Sciences	Russ Anthony	2018
University Libraries	Allison Level	2019
Student Representative (Graduate)	TBD	2017
Dean - Graduate School (<i>ex officio</i>)	Jodie Hanzlik	
Office Vice President for Research (<i>ex officio</i>)	Hank Gardner, Associate Vice President for Research	

Staff Support - Assistant to Dean of Graduate School Ludy Avalos
 Faculty Council Chair (*ex officio*) Mary Stromberger

Committee on Scholastic Standards

Agricultural Sciences	Paul Ode	2018
Health and Human Sciences	Karen Barrett, Chair*	2019
Business	Yolanda Sarason	2019
Engineering	Ketul Popat	2018
Liberal Arts	Jason Frazier	2017
Natural Resources	George Wittemyer	2019
Natural Sciences	Debbie Crans	2017
Veterinary Medicine and Biomedical Sciences	Kristy Dowers	2017
University Libraries	Neyda Gilman	2019
Office of the Provost (<i>ex officio</i>)	Madlyn D'Andrea - Director of CASA	
Faculty Council Chair (<i>ex officio</i>)	Mary Stromberger	

Committee on Non-Tenure Track Faculty

Health and Human Sciences	Patty Stutz-Tanenbaum	2019
Ag Sciences	Suellen Melzer-Drinnen	2018
Business	Jenny Morse, Chair	2017
Engineering	Steven Schaeffer	2017
Liberal Arts	Natalie Barnes	2018
Natural Resources	Natalie Ooi	2018
Natural Sciences	Steve Benoit	2019
Veterinary Medicine and Biomedical Sciences	TBD	2017
Regular Faculty – Liberal Arts	Sue Doe	2018
Regular Faculty - HHS	David Greene	2017
Faculty Council Chair (<i>ex officio</i>)	Mary Stromberger	

Committee on Strategic and Financial Planning

Agricultural Sciences	Gregory Perry	2018
Health and Human Sciences	Katharine Leigh, Chair*	2019
Business	Rob Schwebach	2018
Engineering	Chuck Shackelford	2017
Liberal Arts	John Straayer	2018
Natural Resources	John Ridley	2019
Natural Sciences	George Barisas	2018
Veterinary Medicine and Biomedical Sciences	Jeff Wilusz	2019
University Libraries	Daniel Draper	2017
Student Representative (Undergraduate)	TBD	2017
Student Representative (Graduate)	TBD	2017
Office of the Provost (<i>ex officio</i>)	Laura Jensen, Associate Provost	
College Dean Representative (<i>ex officio</i>)	John Hayes, WCNR	
Non-Tenure Track Faculty Representative	Joseph DiVerdi	

Administrative Professional Council Chair (*ex officio* voting) Toni-Lee Viney
 Classified Personnel Chair (*ex officio*) Stacey Baumgarn
 Faculty Council Chair (*ex officio*) Mary Stromberger

Committee on Teaching and Learning

Agricultural Sciences	Shawn Archibeque, Co-Chair	2019
Health and Human Sciences	Matt Hickey (new Chair)	2019
Business	Lumina Albert	2018
Engineering	Karan Venayagamoorthy	2019
Liberal Arts	Aparna Gollapudi	2018
Natural Resources	Randy Boone, Secretary (2016-'17)	2019
Natural Sciences	Benjamin Clegg	2019
Veterinary Medicine and Biomedical Sciences	Jennifer McLean, Co-Chair	2017
University Libraries	Merinda McLure	2019
Student Representative (Undergraduate)	TBD	2017
Student Representative (Graduate)	TBD	2017
VP for Student Affairs Office (<i>ex officio</i>)	Jody Donovan, Assoc. Dean for Students	
Office of the Provost/ The Institute for Learning and Teaching	Dan Bush, Vice Provost for Faculty Affairs and Gwen Gorzelsky, Director, TILT	
Registrar's Office (<i>ex officio</i>)	D. Tobiassen Baitinger, Associate Registrar	
Faculty Council Chair (<i>ex officio</i>)	Mary Stromberger	

Committee on University Programs

Agricultural Sciences	Tanja Hess	2018
Health and Human Sciences	Thorsten Rudroff	2018
Business	Tian Wang	2018
Engineering	Jeff Collett	2018
Liberal Arts	Eric Prince, Chair*	2017
Natural Resources	Stuart Cottrell	2017
Natural Sciences	Anireddy Reddy	2017
Veterinary Medicine and Biomedical Sciences	Richard Bessen	2018
University Libraries	Patty Rettig	2019
Student Representative (Undergraduate)	TBD	2017
Student Representative (Graduate)	TBD	2017
Office Vice President for Research (<i>ex officio</i>)	Hank Gardner, Assoc. Vice Pres. for Research	
Staff Support	Linda Foster - Office of the VPR- CIOU Record Keeping	
Faculty Council Chair (<i>ex officio</i>)	Mary Stromberger	

University Curriculum Committee

Agricultural Sciences	Bradley Goetz	2017
Health and Human Sciences	Carole Makela, Chair*	2018
Business	Paul Mallette	2018

* *ex officio* members are non-voting unless stated.

Engineering	Brad Reisfeld	2018
Liberal Arts	Mike Hogan	2017
Natural Resources	Sally Sutton	2017
Natural Sciences	Ed DeLosh	2019
Veterinary Medicine and Biomedical Sciences	Howard Ramsdell	2017
University Libraries	Beth Oehlerts	2018
Student Representative (Undergraduate)	TBD	2017
Student Representative (Graduate)	TBD	2017
Office of the Provost (<i>ex officio</i>)	Kelly Long, Vice Provost Undergraduate Affairs	
Staff Support - Curriculum and Catalog	Shelly Ellerby	
Faculty Council Chair (<i>ex officio</i>)	Mary Stromberger	

APPENDIX A
ACADEMIC FACULTY REPRESENTATIVES
UNIVERSITY COMMITTEES
(3 years if not specified by Committee)

Committee	Contact Person	Appointee/Representative	Term
Administrative Professional Council	Toni-Lee Viney, Chair	Mary Stromberger, Chair, FC	2017
Advisory Committee on Academic Affairs (ACUA)	Kelly Long, Vice Provost Undergraduate Affairs	Stephanie Clemons, Vice Chair, FC	2017
Advisory Committee on Enrollments	Kelly Long, Vice Provost for Undergraduate Affairs	Stephanie Clemons, Vice Chair, FC	2017
Benefits Committee (4 year term)		Kimberly Henry Hong Miao Bolivar Senior Patti Stutz-Tanenbaum	2020 2017 2018 2019
Board of Governors Award for Excellence in Undergraduate Education	Kelly Long, Vice Provost for Undergraduate Affairs	Mary Stromberger, Chair, FC 2016 Recipient Rep. - CoTL	2017
Cabinet	Tony Frank, President	Mary Stromberger, Chair, FC	2017
Campus Safety Advisory Committee	Mark Gill, Chief of Staff ASCSU President	Mary Stromberger, Chair, FC	2017
Classified Personal Council	Stacey Baumgarn, Chair	Mary Stromberger, Chair, FC	2017
Classified Personal Council Outstanding Achievement Award	Stacey Baumgarn, Chair	Mary Stromberger, Chair, FC	2017
Commitment to Campus Advisory Committee	Robert Schur, Director, Office of Policy and Compliance	Mary Stromberger, Chair, FC	2017
Committee on College Articulation and Agreements	Kelly Long, Vice Provost for Undergraduate Affairs	Stephanie Clemons, Vice Chair, FC	2017
Controlled Enrollments Subcommittee	Kelly Long, Vice Provost for Undergraduate Affairs	Appointment by University Curriculum Committee	2017
Council of Deans	Rick Miranda - Provost/ Executive Vice President	Mary Stromberger, Chair, FC (voting member) Chair, CoSFP (non-voting)	2017 2017

Discipline Panel	Melissa Emerson, Director Student Resolution Center	Alan Van Orden	2018		
		Brett Johnson	2018		
		Ted Watson	2018		
		Iuliana Oprea	2018		
		Dawn Grapes	2017		
		Beth Oehlerts	2017		
		Margarita Lenk	2017		
		TBD	2017		
		Carla Lopez del Puerto	2016		
		TBD	2016		
		TBD	2016		
		TBD	2016		
		Employee Appreciation Board	Colleen Timothy	Margarita Lenk	2017
		Grievance Panel	Richard Eykholt, UGO (2018) Sharon Anderson, UM (2017) Paul Bell, UM (2017) Peter Jacobs, UM (2017)	Frank Peairs	2019
Matthew Johnston	2019				
TBD	2019				
TBD	2019				
TBD	2019				
TBD	2019				
TBD	2019				
Naomi Lederer	2018				
Piotr Kokoszka	2018				
Yu Wei	2018				
Steve Rutledge	2018				
Iuliana Oprea	2018				
TBD	2018				
TBD	2018				
Zach Hutchins	2017				
Gamze Cavdar	2017				
Ross McConnell	2017				
TBD	2017				
TBD	2017				
TBD	2017				
TBD	2017				
Richard Slayden (CVMBS)	2016				
William Hanneman (CVMBS)	2016				
Honorary Degree Committee	Brett Anderson, Vice President for University Advancement Mary Stromberger, Chair FC	UDTS	2017		
		UDS	2017		
		CoSRGE rep	2017		
		Jodie Hanzlik	2017		
		Dan Bush	2017		
		Dean rep	2017		
Information Technology Executive Committee	Patrick Burns, Vice President for Information Technology	Louis Bjostad	2017		

Joan Gaynor Kuder Scholarship	Karen Rewinkle	Stephanie Clemons, Vice Chair, FC	2017
Osher Re-Entry Scholarship	Tim Weddington	Mary Stromberger, Chair FC	2017
Parking Services Committee - 2 yr terms	David Bradford, Director Parking and Transportation Services	Michael Pante Christos Papadopoulos	2017 2017
Physical Development Committee	Thomas Satterly, Assoc. Vice President for Facilities Management	Carl Burghardt	2017
President's Commission on Diversity and Inclusion	Mary Ontiveros, Vice President for Diversity	Mary Stromberger, Chair, FC Becki Atadero Albert Bimper Anita Bundy Mohammed Hirchi Jimena Sagas	2017
President's Commission on Women and Gender Equity	Sue James, Commission Chair	Sue James Zinta Byrne Kelly Curl Debbie Crans Debra Horensky Irene Vernon	2018 2018 2018 2018 2018 2016
President's Sustainability Committee	Becca Wren	Paul Doherty, Jr.	2017
Programs of Research and Scholarly Excellence	Alan Rudolph, Vice President for Research	Rep. - Committee on Strategic and Financial Planning Rep. - Committee on Scholarship, Research and Graduate Education	2017 2017

Parliamentary Motions—Quick Reference

These are the thirteen ranking motions. When any motion on the list is pending, no motion of a lower rank is in order. Main motions are the lowest in order and may be made only when no other business is pending.

The five motions at the top of the chart are *Privileged Motions* that do not relate to pending business, but relate to special matters of immediate and overriding importance and are allowed to interrupt the consideration of anything else.

Motions below the blank line are *Subsidiary Motions* and assist the assembly in treating or disposing of a main motion.

Name of Motion	Requires Second	Debatable	Amendable	Vote Required for Adoption
Fix the Time to Which to Adjourn	Yes	No	Yes	Majority
Adjourn	Yes	No	No	Majority
Recess	Yes	No	Yes	Majority
Raise a Question of Privilege	No	No	No	Chair Decides
Call for Orders of the Day	No	No	No	Chair Decides
Lay on the Table	Yes	No	No	Majority
Previous Question	Yes	No	No	Two-thirds
Limit or Extend Limits of Debate	Yes	No	Yes	Two-thirds
Postpone to a Certain Time	Yes	Yes	Yes	Majority
Commit (Refer to another group)	Yes	Yes	Yes	Majority
Amend	Yes	Yes	Yes	Majority
Postpone Indefinitely	Yes	Yes	No	Majority
Main Motion	Yes	Yes	Yes	Majority

Interrupting Incidental Motions

These motions require immediate recognition by the Chair, who interrupts a speaker, if necessary.

- Request for Information
- Parliamentary Inquiry
- Point of Order
- Division of the Assembly
- Appeal from a Decision of the Chair

Non-interrupting Incidental Motions

- Division of a Question
- Suspend the Rules

Motions Bringing a Question Again Before the Assembly

- Take from the Table
- Rescind/amend Something Previously Adopted
- Discharge a Committee
- Reconsider

PARLIAMENTARY MOTIONS - WHAT THEY MEAN

1. Fix the Time to adjourn - purpose is to set the time (and /or place) for another meeting to continue business of the session. It has no effect on when the present meeting will adjourn.
2. Adjourn - means to close the meeting. A privileged motion to adjourn is to close the meeting immediately. It is not a privileged motion if qualified in any way, as to adjourn at, or to, a future time.
3. Suspend the Rules - generally used to permit the assembly to do something which would violate its general rules (except bylaws) such as changing agenda order or considering an item not on the agenda.
4. Lay on the Table - enables the assembly to lay the pending question aside temporarily when something more urgent has arisen. Its effect is to halt consideration of a question immediately, without debate.
5. Previous Question - the motion used to bring the assembly to an immediate vote on one or more pending questions. It is used to immediately close debate and prevents the making of subsidiary motions except to lay on the table.
6. Limit or Extend Debate - one of two motions the assembly can use to exercise special control over debate on a pending question. It can be used to reduce the number or length of speeches, or to require an end to debate at a particular time. It can also be used to increase the time available to speakers or to the deliberation on the question.
7. Postpone to a Certain Time (definitely) - a motion to defer discussion of a pending question to a definite day, meeting, hour, or until after a certain event. This motion can be used regardless of how much debate there has been on the motion it proposes to postpone.
8. Commit or Refer to Committee - this is generally used to send a pending question to a committee so that the question may be investigated, providing the assembly with more information or a recommendation, or to put the motion into better form (in clearer or better wording) for the assembly to consider.
9. Amend - a motion to modify the wording--and to some extent the meaning – of a pending question before the assembly. A pending motion may be modified by adding or deleting words and phrases, or by a combination of these--i.e., to strike out some words and insert others. It can also be used to substitute one paragraph or the entire text of a resolution or main motion. Amendments must be germane to the main motion.
10. Postpone Indefinitely - a motion which means the assembly declines to take a position on the main question. Its adoption kills the main motion and avoids a direct vote on the question.
11. Main motion - the motion which brings any general matter of business before the assembly. Any formal proposal.
12. Reconsider - enables a majority in an assembly to bring back for further consideration a motion which has already been voted on. Complex rules.
13. Rescind or Amend - motions which enable an assembly to change and action previously taken. An entire motion or any part of it may be rescinded or amended.

To Faculty Council Members: Your critical study of these minutes is requested. If you find errors, please call, send a memorandum, or E-mail immediately to Rita Knoll, ext 1-5693.

NOTE: Final revisions are noted in the following manner: additions underlined; deletions ~~over-scored~~.

MINUTES
Faculty Council Meeting
Tuesday, May 3, 2016 – 4:00 p.m. – A202 Clark Building

CALL TO ORDER

The Faculty Council meeting was called to order at 4:00 p.m. by Mary Stromberger, Chair.

ANNOUNCEMENTS

1. Next Faculty Council Meeting – September 6, 2016 – A201 Clark Building – 4 p.m.

Stromberger announced that the next Faculty Council meeting would be held on September 6, 2016 at 4:00 p.m. in Room A201 Clark Building.

2. Executive Committee Meeting Minutes located on FC website –
March 22, 2016 (amended); March 29, 2016 (amended)
(<http://facultycouncil.colostate.edu/faculty-council-meeting-dates-agendas-minutes/>)

Stromberger announced that the Executive Committee Meeting Minutes are posted on the FC website.

3. Graduate Student Council Advising Award – Anne Byrne and Nabila H.
140 nominations this year.

Honorable Mentions

- Courtney Jahn, BSPM
- Patricia Davies, Occupational Therapy
- Richard Finke, Chemistry
- Rosa Martey, Journalism & Media Comm.
- Chuck Henry, Chemistry

Award Winners

- Asa Ben-Hur, Computer Sciences
- Jason LaBelle, Anthropology
- Courtney Schultz, FRS

4. Harry Rosenberg Service Award – Announcement of Winner : Carole Makela, School of Education

In 1988, Harry Rosenberg was the first faculty who served as Faculty Council Chair; before this time, the Provost served as Chair. This is a \$25,000 endowment. Due to the good graces of Executive Committee members, we were able to raise money for this award. To be qualified, the nominee needs to be a voting member for 3 years, demonstrate outstanding service to Faculty Council, and have least two letters of recommendation.

MINUTES TO BE APPROVED

1. Faculty Council Meeting Minutes – April 5, 2016

By unanimous consent, the minutes of the April 5, 2016 Faculty Council meeting were approved. The minutes will be placed on the FC website.

UNFINISHED BUSINESS

1. Election – Faculty Council Standing Committee representatives – CoFG

Don Estep, Committee on Faculty Governance, moved that Faculty Council elect the following faculty to Faculty Council Standing Committees:

BALLOT

Academic Faculty Nominations to Faculty Council Standing Committees May 3, 2016

COMMITTEE ON INTERCOLLEGIATE ATHLETICS

		Term Expires
<u>STEPHEN MILTON</u>	Engineering	2019
(Nominated by Committee on Faculty Governance)		

COMMITTEE ON SCHOLARSHIP, RESEARCH AND GRADUATE EDUCATION

<u>SID SURYANARAYANAN</u>	Engineering	2019
(Nominated by Committee on Faculty Governance)		

COMMITTEE ON TEACHING AND LEARNING

<u>KARAN VENAYAGMOORTHY</u>	Engineering	2019
(Nominated by Committee on Faculty Governance)		

COMMITTEE ON LIBRARIES

<u>MAZDAK ARABI</u>	Engineering	2019
(Nominated by Committee on Faculty Governance)		

COMMITTEE ON STRATEGIC AND FINANCIAL PLANNING

JEFF WILUSZ

CVMBS

2019

(Nominated by Committee on Faculty Governance)

Stromberger asked for nominations from the floor. Hearing no nominations, the nominations were closed.

Estep's motion was adopted and the nominees were elected to three-year terms on their respective committees, starting July 1, 2016 through June 30, 2019.

REPORTS TO BE RECEIVED

1. Provost/Executive Vice President – Rick Miranda

Miranda reported on the following:

Council of Deans heard presentations by leadership on teaching effectiveness (same report as given to FC), and course evaluations. Two Phase II program proposals were heard and FC approved last month: Approval was given for electrical engineering to proceed with 3 graduate programs (computer engineering degrees (two masters; 1 Ph.D. program). They have been offering concentrations in electrical and computer engineering and wanted to highlight each separately.

Vice President for Research had a presentation on research enterprise--certain investments on campus. Miranda suggested a presentation from VPR should be heard next year.

Budgets were finalized over last 2 to 3 weeks. BOG will take them up at meeting this Thursday and Friday. Not much has changed from what FC heard last month. Reduced reallocations to almost 1%; salary increases to 1.8%.

The 2-3-6 enrollment funding: took the amount of extra dollars from tuition due to enrollment growth (not tuition rate increase), and the budget office can figure out how we split to colleges. This year, looked at the increase in credit hours and increase in majors; 80 percent based on credit hours and 20 percent based on stable majors.

The campus is involved in NASH, who helps taking student success to scale. Three practices: 1) reform of mathematic pathways; 2) learning analytics, and; 3) high impact practices. CSU is heavily invested in all three initiatives. Some fantastic things are going on at other institutions as well.

Miranda's report was received.

2. Faculty Council Chair – Mary Stromberger

Stromberger reported on the following:

Charge to CoTL

There is a need to shift the culture at CSU in regards to how faculty are evaluated for teaching effectiveness, including the use, or not, of course surveys. Therefore, Executive Committee charges Committee on Teaching and Learning with the following:

1. Review the recommendations within the Evaluating Teaching Effectiveness report, and consider codifying these recommendations through policies and revisions to the *Academic Faculty and Administrative Professional Manual*.
2. Proceed with the redesign of the course survey, beginning with a brief proposal (< 5 pages) to Executive Committee that includes the following components:
 - COTL-approved recommendations for the course survey
 - A description of the course survey's purpose and how results are to be used
 - The process to develop the course survey
 - A timeline, with an expected completion date of Fall 2016, and
 - Budget request, with narrative, to develop the course survey. Executive Committee requests that the budget reflect the final survey as the outcome. No additional funds are to be included in the proposal for revising draft surveys.

Reflections on shared governance and status of FC agenda items/initiatives

In my September report, I discussed 4 major initiatives I wanted to engage FC in:

1. Strengthening shared governance in strategic and financial planning
 - a. BARC process – engaged faculty, AP, and classified personnel in budget review and recommendations
 - b. Refine this process next year.
 - c. Other considerations – greater shared governance in decisions regarding reallocation of base budget items
 - d. Need discussions on strategic planning in regards to new programs. Need a different method so that program proposals can be comparatively evaluated, not on a rolling basis.
2. Discuss participation of non-tenure track faculty in shared governance
 - a. In December, FC approved the revisions to the Manual that allows non-tenure track faculty to vote for their department rep on FC.
 - b. Still a long ways to go, in terms of NTTF having a voice on FC.
 - c. Continue to work on this next year, as well as other issues such as appointment titles and career pathways for NTTF.
3. Elevate Faculty Council service as a valued university service
 - a. On-going. Discussions shifted towards teaching, and course surveys.
 - b. Will be a priority initiative next year.
4. Improve communication within the Council and to all faculty. Include department chairs in communications.
 - a. New website
 - b. Monthly highlights
 - c. Visits to college faculty reps. Would like to do this earlier in the year.

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- d. Working on publishing annual reports to share with department heads and deans. These reports can be uploaded onto Digital Measures to report faculty activities on FC and standing committees
- e. Still needs more work
 - Meet more frequently with standing committee chairs. Develop agenda items for next year. Have regular reports on progress on these agenda items/initiatives

Ongoing summer work

1. Discussions on the Parking Plan for FY18, with Parking Services, leadership of APC and CPC, and Center for Public Deliberation
2. Recruitment and Retention of Diverse Faculty
 - a. Council on Strategic Diversity Initiatives
 - b. Considering a Standing Committee for Faculty Diversity to empower faculty to develop and lead initiatives
3. Developing “Actions” to promote cultural change on Recognition and Evaluation of Teaching and Service
 - a. Session at the Fall Forum, where department chairs will be present
 - b.
4. Re-Envision CSU

Stromberger’s report was received.

3. Board of Governors Faculty Representative – Paul Doherty, Jr.

Doherty reported the following:

BOG meets this Thursday-Friday at CSU campus. Open session to public for comments, starting at 9:00 a.m. this Thursday. Doherty will also meet with BOG in June and August.

Antonio Pedros-Gascon (Languages, Literatures and Cultures): Could we invite BOG members to a FC meeting?.

Doherty: I can extend the invitation.

Doherty’s report was received.

CONSENT AGENDA

1. UCC Minutes – March 25, 2016; April 1, April 8 and April 15, 2016

Carole Makela, Chair of University Curriculum Committee, moved that Faculty Council approve the consent agenda.

Makela’s motion was unanimously approved.

ACTION ITEMS

1. New Degree: PhD in Communication (*effective Fall 2017*) – UCC

Makela made the motion for FC to accept this new degree. This is a continuous move to add new Ph.D.'s in departments who have not previously had one.

The University Curriculum Committee moves Faculty Council adopt the following:

A new PhD in Communication be established effective Fall 2017 in the Department of Communication Studies, College of Liberal Arts.

According to the request submitted:

Description:

The PhD in Communication trains scholars, teachers, and professionals to engage social, political, and professional challenges using advanced expertise in the field of Communication.

The program is shaped by the three areas of expertise present in our department. These three areas examine communication and engagement from three perspectives: 1) interpersonal, intercultural, and organizational communication; 2) media and visual culture, 3) rhetoric and civic engagement.

Rationale:

Departments of Communication Studies throughout the U.S. continue to grow in enrollment and faculty. Part of this growth can be attributed to the ways in which the discipline responds to the challenges of the 21st century. The last decade has seen the Department of Communication Studies at Colorado State University grow into a community of scholars dedicated to the development of individuals and citizens who are professionally, culturally, and critically engaged. Our 16 active scholars and teachers working in diverse areas within the discipline of Communication focus on the ways in which relational, organizational, mediated, and rhetorical communicative practices create and sustain interpersonal, professional, and civic cultures. The PhD builds on the nationally recognized MA program and will provide innovative PhD training for students desiring careers both within and outside of academia.

The request was reviewed and approved by the Committee on Scholarship, Research and Graduate Education on 3/3/16 and by the University Curriculum Committee on 3/25/16.

Makela's motion was unanimously approved by Faculty Council.

2. New CIOSU: Center for Meaning and Purpose – CUP

Eric Prince, Chair, University Programs moved that Faculty Council approve the new CIOSU: Center for Meaning and Purpose.

Prince's motion was unanimously approved.

3. Revisions to the *Graduate and Professional Bulletin* – Application:
U.S. Citizens or Permanent Residents – CoSRGE

William Sanford, Chair of CoSRGE, moved that Faculty Council approve the following revisions:

RE: Revisions to the *Graduate and Professional Bulletin* –Application: U.S. Citizens or Permanent Residents

THE COMMITTEE ON SCHOLARSHIP, RESEARCH AND GRADUATE EDUCATION MOVE THAT FACULTY COUNCIL ADOPT THE REVISIONS TO SECTION: "APPLICATION: U. S. CITIZENS OR PERMANENT RESIDENTS OF THE *GRADUATE AND PROFESSIONAL BULLETIN* TO BE EFFECTIVE UPON FACULTY COUNCIL ADOPTION EFFECTIVE IMMEDIATELY AS FOLLOWS:

ADDITIONS - UNDERLINED - DELETIONS ~~OVERSCORED~~

APPLICATION: U.S CITIZENS OR PERMANENT RESIDENTS

Students apply online with the Admissions graduate application.

The on-line application will be electronically submitted to the Office of Admissions and then forwarded to the appropriate academic departments. In addition to the on-line application, a (1) \$60 non-refundable application fee must be electronically submitted.

The following must be sent directly to the department in which the applicant plans to study (see Directory of Departmental and Program Contact Persons for proper address).

1. One official transcript of all collegiate work completed (2) post-high school. Additionally separate transcripts are not required for study abroad credits if the GPA and credits are recorded on the transcript of the university that sponsored the study abroad experience. CSU transcripts are not required. Training course transcripts from branches of the U.S. military that show credit received with neither grades nor degrees awarded are exempt from the transcript requirement.
2. Three letters of recommendation must be sent to the academic department to which you are applying. There is no standardized format unless specified by your department.
3. Any other information that individual departments may require of applicants to particular programs. Applicants are advised to contact the departments regarding additional application materials such as the GRE or GMAT.
4. Regardless of citizenship, applicants may be required to demonstrate proof of English language proficiency, if they do not have a degree from an institution where the primary language of instruction is English.

General deadlines for the receipt of complete applications are as follows: Fall Semester, April 1; Spring Semester, September 1; Summer Term, January 1. Please submit the on-line application and all supporting documents by the appropriate date. Note that individual departments may have earlier deadlines for certain programs. Please consult appropriate sections of this Bulletin or a department contact person. Applications completed later than these published deadlines may be considered depending on space and resources available. Late applications that cannot be considered will be updated by the Office of Admissions to a later semester or term. Except for Integrated Degree Program (IDP) Admissions, applications cannot be accepted more than fifteen months in advance of the term in which study is to begin.

Students who wish to be considered for fellowships, assistantships, or other forms of merit- or competency-based financial support may be subject to earlier deadlines. See [Application for Financial Support](#).

The application fee is not refundable even if the application is withdrawn or admission denied, nor is it applied to tuition and fees if the applicant subsequently enrolls. The non-refundable application fee (1) ~~is \$50 and~~ must be received by the Office of Admissions. Your application cannot be submitted until the fee is received.

Rationale:

- (1) Removing the application dollar amount simplifies having to update in multiple places any time the fee changes (this change was submitted and approved by CoSRGE on Feb. 2016 and is currently pending FC approval).
- (2) Item number 1:
 - a. Collegiate work completed prior to high school is superfluous to the admission process at the graduate level. Admission committees do not review this information per data gathered from representation from all colleges via the Slate Steering Committee and the Slate Working Group. Additionally, it is time consuming for the student to gather these transcripts and delays the review of the application. We are trying to expedite the review process for admission since less time for review frequently increases the acceptance rate.
 - b. It is time consuming and often impossible for students to access official transcripts from a study abroad experience. When the information is included on the “home university” transcript, it is redundant to require the official transcripts. Again, we are trying to expedite the review process for admission since less time for review frequently increases the acceptance rate.

Sanford’s motion was unanimously approved by Faculty Council.

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4. Proposed revisions to the *Graduate and Professional Bulletin – Evaluation of Graduate Students and Graduate School Appeals Procedure – CoSRGE*

William Sanford, Chair of CoSRGE, moved that Faculty Council approve the following revisions:

RE: Revisions to the *Graduate and Professional Bulletin –*

EVALUATION OF GRADUATE STUDENTS AND GRADUATE SCHOOL APPEALS PROCEDURE

THE COMMITTEE ON SCHOLARSHIP, RESEARCH AND GRADUATE EDUCATION MOVE THAT FACULTY COUNCIL ADOPT THE REVISIONS TO SECTION: “*EVALUATION OF GRADUATE STUDENTS AND GRADUATE SCHOOL APPEALS PROCEDURE*” – OF THE *GRADUATE AND PROFESSIONAL BULLETIN* TO BE EFFECTIVE UPON FACULTY COUNCIL ADOPTION EFFECTIVE IMMEDIATELY AS FOLLOWS:

ADDITIONS - UNDERLINED - DELETIONS ~~OVERSCORED~~

EVALUATION OF GRADUATE STUDENTS

Graduate students are students, apprentices to the professions, and, when they hold an assistantship or other paid position, employees. Each of these roles has its own rights and responsibilities. Graduate students are responsible for knowing any special expectations and requirements of their department and program. They are expected to remain in good academic standing by making satisfactory progress toward the degree (see Scholastic Standards) and must at all times have an advisor. In the event that an advisor resigns ~~that responsibility, the department head will appoint a new advisor from that position, it is the student’s responsibility to obtain a replacement.~~ Department codes shall specify how advisors are appointed.

Rationale: This content was not updated according to policy in “The Advisory System”. This language makes the content consistent with departmental practices and language in “The Advisory System”.

Sanford’s motion was unanimously approved by Faculty Council.

5. Proposed revisions to Sections C2.8 and E4.2 of the *Academic Faculty and Administrative Professional Manual – CoFG*

Don Estep, Chair – CoFG, moved that Faculty Council approve the following:

SUBJECT: Proposed revision to Sections C2.8 and E4.2 of the *ACADEMIC FACULTY AND ADMINISTRATIVE PROFESSIONAL MANUAL*

The Committee on Faculty Governance submits the following amendment:

MOVED, THAT SECTIONS C2.8 AND E4.2 OF THE MANUAL BE AMENDED AS FOLLOWS:

Additions are underlined, and deletions are indicated by ~~strikeouts~~.

C.2.8 Creation and Organization of Special Academic Units (updated February 28, 2016)

C.2.8.1 Creation of a Special Academic Unit

Initial approval for the creation of a Special Academic Unit shall follow the procedures in Section C.2.2. The proposal for the creation of a Special Academic Unit shall include all of the following:

- a. It shall specify the name and the mission. The name shall not include the terms “department” or “college,” but, in some cases, it may be appropriate for the name to include the term “school.”
- b. It shall specify the proposed Director(s).
- c. It shall include a proposed code, as described in Section C.2.8.3.
- d. It shall specify a group of participating faculty members from more than one (1) department (see Section C.2.3.3).
- e. For each department participating in the Special Academic Unit, there shall be a written document signed by the proposed Director(s) of the Special Academic Unit, the department head, and the college dean detailing the expected commitments of the department to the Special Academic Unit.
- f. For each college participating in the Special Academic Unit, there shall be a written document signed by the proposed Director(s) of the Special Academic Unit and the college dean detailing the expected commitments of the college to the Special Academic Unit.
- g. For each participating faculty member who is listed as helping to deliver the courses and/or programs of the Special Academic Unit, there shall be a written document signed by the proposed Director(s) of the Special Academic Unit, the faculty member, the head of the faculty member’s home department, and the dean of faculty member’s college detailing the expected commitments to the Special Academic Unit, the duration of these commitments, and how these expectations shall be factored into performance evaluations within the home department.
- h. It shall identify the organizational units and faculty expertise which are critical to the success of the Special Academic Unit and identify their critical roles.
- i. It shall present a budget for the Special Academic Unit that details sources and financial commitments and it shall demonstrate the existence of sufficient financial and other resources to carry out all activities associated with the Special Academic Unit operations and programs housing and offering the courses and/or programs of study.
- j. It shall present a plan for required Library resources.

C.2.8.2 Housing of Courses and Programs of Study

Proposals by Special Academic Units to house courses and/or programs of study shall follow the same curriculum procedures as for departments (as closely as possible), including approval by Faculty Council. Any deviations from these procedures to fit the distinctive characteristics of a Special Academic Unit must be approved by the University Curriculum Committee and Faculty Council. New degrees and majors require the approval of the Board and the Colorado Commission on Higher Education.

C.2.8.3 Code of a Special Academic Unit

A Special Academic Unit shall operate under a code that includes all of the following:

- a. The code shall specify the departments and other organizational units that will participate in the operation of the Special Academic Unit.
- b. The code shall specify the next higher level of administrative oversight.
 1. If all of the participating faculty members are from the same college, then the dean of that college shall provide the administrative oversight, and the Director(s) shall report to this dean.
 2. If the participating faculty members are from more than one (1) college, then the administrative oversight may consist of a single dean or an Administrative Oversight Committee that includes multiple deans (or their designees). Typically, the number of deans should be large enough that at least eighty (80) percent of the participating faculty members are in the colleges of these deans. The choice of which deans are included should be re-evaluated as the distribution of the participating faculty members among the colleges changes with time.
 3. An Administrative Oversight Committee containing two (2) or more deans (or their designees) shall also include the Vice Provost for Undergraduate Affairs, if the Special Academic Unit houses undergraduate courses and/or programs of study, and the Dean of the Graduate School, if the Special Academic Unit houses graduate courses and/or programs of study.
 4. The code shall specify whether the members of the Administrative Oversight Committee have equal or unequal voting rights (and the basis for the determination of voting rights).
 5. If the Administrative Oversight Committee includes only the Vice Provost for Undergraduate Affairs, then the Director(s) shall report to that vice provost. If the Administrative Oversight Committee contains both the Vice Provost for Undergraduate Affairs and the Dean of the Graduate School, then the code shall specify to which the Director(s) reports.
 6. The code shall specify the duties and responsibilities of the Director of the Special Academic Unit. The dean or vice provost to whom the Director(s) reports shall choose future Director(s). The code shall specify the process for the selection of future a Directors. The code shall specify the process for initiating a change of Director.

7. The dean or vice provost to whom the Director(s) reports shall have oversight of the budget account(s) for the Special Academic Unit.

c. The code shall specify the role of the participating departments and other organizational units in the selection of the Director(s).

d. The code shall specify how departments and other organizational units are added to and removed from the list of participants.

e. The code shall specify how faculty members are added to and removed from the list of participating faculty members.

f. The code shall specify that a minimum of one (1) faculty meeting shall be held each semester of the academic year, as well as how additional faculty meetings may be called and how far in advance written notice must be given by the Director(s) for faculty meetings.

g. The code shall specify the voting rights of the participating faculty members with respect to decisions regarding the governance of the Special Academic Unit.

h. The code shall specify the timeline for conducting self-evaluations and accompanying reviews of the code at least one each five (5) years.

i. The code shall specify the procedures and responsibilities concerning non-tenure track faculty appointed to the Special Academic Unit including, but not limited to, performance evaluations, reappointment procedures, salary exercises, and the administrative line of responsibility for non-tenure track faculty appointments.

i.j. The code shall specify the procedures for amending the code. These procedures shall require approval by a two-thirds (2/3) majority of the faculty members eligible to vote for changes to the code.

j.k. The Special Academic Unit shall have a procedures manual, and the code shall specify the process for amending this procedures manual.

k. l. The code shall specify the process for the formation of an Academic Committee(s) to oversee curricular matters, including the process for the selection of the members of this the committee(s). The membership of this the committee(s) shall provide appropriate representation of the departments and other organizational units participating in the Special Academic Unit.

l. m. The code shall specify the procedures and processes by which curricular proposals from the Academic Committee reach the University Curriculum Committee.

1. If the administrative oversight is provided by only one (1) dean, then curricular proposals from the Academic Committee shall be sent for review to that college's curriculum committee and then to the University Curriculum Committee.

2. If the administrative oversight is provided by an Administrative Oversight Committee, then curricular proposals from the Academic Committee shall be sent for review to each of the college curriculum committees for the colleges having deans (or their designees) on the Administrative Oversight Committee. Any one of these college curriculum committees may forward the proposal, together with the results of the reviews from all participating college curriculum committees, to the University Curriculum Committee.

3. If the number of college curriculum committees involved makes it advisable, the code may include the formation of a Liaison Committee whose members serve as liaisons to their respective college curriculum committees with regard to curricular proposals coming from the Academic Committee.

~~m.n.~~ If the Special Academic Unit houses undergraduate programs of study, the code shall include a description of the appointment of academic advisors.

~~n.o.~~ If the Special Academic Unit houses graduate programs of study, the code shall include a description of the appointment of graduate advisory committees for graduate students.

~~o.p.~~ If the Special Academic Unit houses courses, the code shall specify the procedures by which students may appeal academic decisions of their instructors. These procedures shall comply with guidelines approved by Faculty Council (see Section I.7).

E.4.2 Selection of Faculty (updated November 23, 2015)

a. Selection of tenure track and tenured faculty members is a responsibility of individual departments, but must be made within the spirit and intent of University policy. Specific hiring procedures employed within the department shall be included in the departmental code. Confidentiality during the hiring process must be maintained to the extent required by law. However, all members of the search committee, as well as other personnel involved in employment recommendations, shall have access to the complete information contained in all applicants' files. Recommendations at each level (department, department head, and dean) shall be reversed at higher levels only for compelling reasons that shall be stated in writing to each of the recommending bodies.

b. Selection of non-tenure track faculty members is a responsibility of individual departments or Special Academic Units, but must be made within the spirit and intent of University policy. Specific hiring procedures employed within the department/Special Academic Unit shall be included in the departmental/Special Academic Unit code. Confidentiality during the hiring process must be maintained to the extent required by law. However, all members of the search committee, as well as other personnel involved in employment recommendations, shall have access to the complete information contained in all applicants' files. Recommendations at each level (department/Special Academic Unit, department head/Special Academic Unit director, and dean(s)) shall be reversed at higher levels only for compelling reasons that shall be stated in writing to each of the recommending bodies.

Rationale:

During 2015, the Committee on Faculty Governance conducted a survey on Manual language related to Special Academic Units (SAUs) as requested by the Chair of Faculty Council. The results of the Survey have been widely distributed to all stakeholders. The survey revealed a number of issues with current practices regarding the establishment and operation of SAUs. Some of these issues are related to language about SAUs in the Manual. The suggested changes address these issues

Discussion:

Tim Gallagher (Department of Finance and Real Estate: Don't we require a 2/3 vote for Section C changes?

Stromberger: Yes. Stromberger asked if there were any objections to split the proposal into two separate motions. No objections were heard.

Concern: Without limitations re: how many faculty they can hire, there isn't control that regular tenure-track faculty have to adhere to\

Stromberger: We have to stick to the discussion before us.

J. Rockey Luo (CoE): Suggestion that we should include or discuss code items to limit size of academic unit. Can the SAU be developed to offer alternative CSU degrees that may not...?

Stromberger: Are you suggesting that we make changes to the revisions, or discuss separately? Do we have any discussion related to Section C.2.8?

CW Miller (CVMBBS): Department heads told Miller to bring forward the NTTF in SAU's would not have mentoring and be put in jeopardy.

Estep: Worried about NTTF being vulnerable in the SAU; second concern related to issue of whether there are limits to NTTF being hired on SAUs, or the workload. NTTF are often viewed as being more cost efficient but his is somewhat misleading because there are many dimensions. NTTF has very specific assignments but usually don't work outside of some dimensions. Faculty has to do more things...if your department has more NTTF, there is more service aspects that get dumped onto faculty. The intent of the language of the motion is related to NTTF is WITHIN an SAU. Should we have SAUs?

Ray Hogler (Management): Can you clarify reappointment procedures for NTTF?

Estep: I believe I cut and pasted the *Manual* and used what the departments have now. There was no intent to change from what already exists.

Stromberger: Anyone wish to speak in support of the motion?

Provost Miranda: I would like to echo what Don was saying in that this language is to protect NTTF more. If a NTTF is hired into an SAU, their supervisor may still be in a different department. The language is to be the director of the SAU rather than the department. As to question re: reappointment procedures: 1) NTTF hired for short-term assignments; 2) Open-ended offer/appointment letters; 3) Multi-year contract. There is an end date and the contract would need to be executed/renewed again.

Sue Doe (English) First part, temporary contract. It's not a contract. There are many people that should be on the multi-year contract.

Miranda: Whether short-term or long-term, it is a legal contract.

Stromberger: Let's return to the current motion. Any further discussion?

Estep: The director will have to do the annual evaluation, not the department head.

Jen Aberle (NTTF): There is, in fact, no infrastructure, except around senior appointments. The broader issue is that we are talking about using the word "protection" when discussing "at will people who have no grievance process. There should be oversight by the person who is supervising the NTTF.

Stromberger asked for a vote on Section C. It passed with 2/3 required vote.

Stromberger: We have not had a discussion on Section E.4.2 yet. Section E.4.2 relates to selection to faculty. Parallel to oversight above. This is language regarding how to hire NTTF into SAU's. Any discussion?

No discussion.

Faculty Council unanimously approved the proposed revisions.

6. Proposed revisions to the Preface of the *Academic Faculty and Administrative Professional Manual* –APC

Katie Brayden, acting Chair for APC, moved that Faculty Council approve the following preface amendments:

The Administrative Professional Council MOVES THAT THE PREFACE TO THE *ACADEMIC FACULTY AND ADMINISTRATIVE PROFESSIONAL MANUAL*, FIFTH PARAGRAPH, BE AMENDED AS FOLLOWS:

Additions are underlined, and deletions are indicated by ~~strikeouts~~.

Unless a proposed change or addition to this Manual is necessitated by action of the Board or the Colorado General Assembly, it must be approved by the Faculty Council prior to submission to the Board in accordance with the procedure in Section C.2.2.e of this Manual. Proposed changes or additions to Manual sections that apply to administrative professionals ~~shall be submitted to the Chair of the Administrative Professional Council for the purpose of giving the Administrative Professional Council a~~

change for review and feedback are subject to the approval of the Administrative Professional Council prior to action by Faculty Council.

Rationale:

The Manual is a codification of important policies, privileges and benefits, and helpful information that governs and serves the interests of both faculty and administrative professionals at CSU. As a shared resource, the Manual should fully reflect and further the principle of shared governance between these two groups. Sections of the Manual that affect the rights, privileges, and interests of administrative professionals should have the full support and approval of the representative body for these members. The Administrative Professional Council should be afforded the role and responsibility of approving new provisions and changes to those sections that impact Aps

Faculty Council unanimously approved the revisions to the preface.

7. Proposed revision to Section F.3.16 Parental Leave and Catastrophic Circumstances Leave of the *Academic Faculty and Administrative Professional Manual* – CoRSAF

William Hanneman, Chair-CoRSAF, moved that FC approve the following changes to F.3.17. :

SUBJECT: Proposed revision to Section F.3.16 Parental Leave and Catastrophic Circumstances Leave of the *ACADEMIC FACULTY AND ADMINISTRATIVE PROFESSIONAL MANUAL*

The Committee on Responsibilities and Standing of Academic Faculty MOVES THAT SECTION F.3.16 OF THE *ACADEMIC FACULTY AND ADMINISTRATIVE PROFESSIONAL MANUAL* BE AMENDED AS FOLLOWS:

Additions are underlined, and deletions are indicated by strikeouts.

~~F.3.16 Parental Leave and Catastrophic Circumstances Leave (This leave effective May 23, 2013)~~ (last revised August 7, 2015)

Academic Faculty, Administrative Professionals, Post-Doctoral Fellows, Veterinary Interns and Clinical Psychology Interns with an appointment of at least half-time (50%) or greater ~~who satisfy the eligibility requirements for Short Term Disability (STD)~~ are eligible for Parental Leave (see the ~~Academic Faculty and Administrative Professional Benefits and Privileges Handbook~~). An employee who is not in a ~~regular, paid employment status (for example, during a sabbatical or other such absence)~~ or ~~9-month employees during summer session appointments~~ is not eligible for this leave.

An employee becomes eligible for Parental Leave upon becoming a parent or legal guardian of a child. Parental Leave is not available during the period preceding the birth or placement for

adoption, even if absences are due to the expected arrival. Foster care placement is not included; however, foster care as part of adoption is included. Employees may use other types of accrued leave (such as Sick Leave or Annual Leave), as applicable, for absences during such periods. Only one Parental Leave benefit per employee is available per birth or adoption. The number of children born or adopted (e.g., twins) does not increase the amount of the Parental Leave benefit. (If both Parents are employees, each is entitled to use his or her Parental Leave benefit for the same event).

Parental Leave consists of 3 work weeks of paid time off, in addition to the employee's accrued Sick Leave and Annual Leave (and any Short Term Disability (STD) benefits to which the birth mother is entitled), to be used for the purpose of a new parent to caring care for and bonding bond with the child. Parental Leave may be taken anytime within the first year after delivery/placement or adoption, and it runs concurrently with (is considered part of) Family Medical Leave (FML) if the employee has remaining FML entitlement available for the birth or placement for adoption event. Once commenced, Parental Leave must be used in a continuous block (not split into intermittent days off).

Family Medical Leave (FML) provides job protection for an employee for up to 12 weeks of leave for qualifying events (see Faculty and Administrative Professional Manual Appendix 3 for details on FML). It can be combined with use of Sick and/or Annual leave, as appropriate, to provide income replacement for the FML leave period (up to 12 weeks). A combination of Sick Leave, Annual Leave, STD, and 3 weeks of Parental Leave may provide income replacement during FML. If a birth mother does not have sufficient accrued Sick Leave and Annual Leave to cover the STD elimination (waiting) period, Special Leave will be granted with pay. For a non-birth parent, STD does not apply.

This policy is intended to ensure adequate time off for employees who become new parents, and to provide, with a newborn or newly adopted child, in most circumstances, while providing compensation for at least 9 weeks of the birth mother's 12-week FML period (typically 6 weeks of STD eligibility plus a combination of Sick Leave, Annual Leave, STD, and 3 weeks of Parental Leave), or 3 weeks for the non-birth parent. For adoptive parents, an employee who is the primary caregiver is also eligible for 12 weeks of FML and a minimum of 9 weeks of paid leave, typically a combination of Parental Leave, Sick Leave, and Annual Leave. If Sick Leave and Annual Leave are not sufficient to cover 6 weeks of leave, Special Leave will be granted with pay. As used herein, "primary caregiver" means the one parent who has primary responsibility for the care of a child immediately following the coming of the child into the custody, care and control of the parent for the first time. If the employee is eligible for STD, Parental Leave shall not commence until after STD benefits are exhausted. A non-birth parent or

an adoptive parent who is not the primary caregiver is eligible for 3 weeks of Parental Leave and any accrued Sick Leave and Annual Leave.

~~Parental Leave is not intended to be used to fulfill the STD elimination period of 10 continuous working days of absence. Once taken, Parental Leave must be used in a contiguous block (not split into intermittent days off).~~

Prior notice of the intent to take Parental Leave is required at least 30 days in advance (unless such notice is ~~impossible impractical~~, in which case, as ~~soon~~ far in advance as possible). ~~Your~~ The employee's supervisor is responsible for timely reporting of Parental Leave, within one month following the return to work date, in accordance with the Leave Reporting Policy in the Human Resources Manual, in order to receive funding from the fringe pool. Illustrative examples of Parental Leave are located in Section 2 of the Human Resources Manual at <http://www.hrs.colostate.edu>.

Note: ~~The Parental Leave Policy may be reviewed at policies.colostate.edu.~~

Rationale: These changes expand the current Parental Leave benefit and incorporate changes in policy negotiated with the federal government. None of the current Parental Leave benefits have been eliminated. The reference to Catastrophic Leave in the title is removed, since this is now Section F.3.17.

Questions:

Antonio Pedros-Gascon (Languages, Literatures and Cultures): Can you explain the situation at the end of the first paragraph?

Hanneman: Worked on by a task force with Richard Eykholt, so I will have Richard answer your question.

Eykholt: The idea of leave is when you are paid and employed, you aren't employed, you aren't paid, so don't need receive leave.

Hanneman's motion was unanimously approved by Faculty Council.

8. Proposed revision to Section F.3.17 Catastrophic Circumstances Leave of the *Academic Faculty and Administrative Professional Manual* – CoRSAF

William Hanneman, Chair-CoRSAF, moved that Faculty Council approve the following proposal:

SUBJECT: Proposed revision to Section F.3.17 Catastrophic Circumstances Leave of the
 ACADEMIC FACULTY AND ADMINISTRATIVE PROFESSIONAL MANUAL

The Committee on Responsibilities and Standing of Academic Faculty MOVES THAT SECTION
 F.3.17 OF THE ACADEMIC FACULTY AND ADMINISTRATIVE PROFESSIONAL MANUAL BE
 AMENDED AS FOLLOWS:

Additions are underlined, and deletions are indicated by strikeouts.

F.3.17 Catastrophic Circumstances Leave (last revised ~~August 7, 2015~~)

Eligible Employee: Academic Faculty, Administrative Professionals, Post-Doctoral Fellows, Veterinary Interns and Clinical Psychology Interns with an appointment of at least half-time (50%) or greater who are benefits eligible. An employee is not an Eligible Employee during any period in which the employee is not in paid employment status.

Catastrophic Circumstances: An extraordinary, disastrous event or situation that was not reasonably foreseeable, or that resulted from serious illness, and that caused the employee to be unable to work for a period of at least 2 weeks.

Unit Head: The Department Head, Dean, Director, Vice President, or other administrator responsible for making determinations concerning an employee's leave.

~~The Catastrophic Circumstances Leave may be applicable in extraordinary circumstances where an employee has exhausted all available sick and annual leave and suffers an unforeseen event, such as a catastrophic natural disaster or casualty that displaces the employee from his or her home. As well, the Catastrophic Circumstances Leave may be applicable in the case of a serious illness of the employee or employee's immediate family member for which no other accrued leave is available, or similar event.~~ When Catastrophic Circumstances are found to exist, and an Eligible Employee has exhausted all available paid leave, A department or unit head a Unit Head may authorize up to two work weeks of paid or unpaid time off, in the Unit Head's discretion. In the rare case that an employee who is eligible for short term disability (STD) benefits STD does not have enough paid leave to cover the 10-day STD waiting elimination (waiting) period, such paid leave must be granted for the unpaid portion; all other cases are within the discretion of the department head Unit Head. See the Academic Faculty and Administrative Professional Privileges and Benefits Summary for details on short term disability coverage.

~~Any leave granted under this policy must be designated as FML Family Medical Leave (FML), as applicable in accordance with federal regulations. This policy is not intended to change or conflict with section F.3.14, Special Leave.~~

1. Determination of Catastrophic Circumstances

The Catastrophic Circumstances in which leave may be granted under this policy are limited to those in which the Eligible Employee, or the employee's immediate family member (as defined in the Family Medical Leave (FML) policy, Academic Faculty and Administrative Professional Manual, Appendix 3) who lives with the employee or for whom the employee is responsible to provide care, is so severely affected by the catastrophe that the employee cannot reasonably return to work for at least two 2 weeks. Examples of eligible scenarios include but are not limited to:

- a. A natural disaster that substantially damages or destroys the employee's primary residence or displaces him or her from the home;
- b. A severe injury or illness, as certified by a healthcare provider, that results in the inability of the employee to work.

2. Exhaustion of Other Leave

Before a request for Catastrophic Circumstances Leave may be granted, the Eligible Employee's Unit Head must determine that the employee has exhausted or is ineligible for all other paid leave benefits, including, but not limited to, sick leave, annual leave, and short- and long-term disability.

3. Maximum Period of Leave

Leave granted under this policy cannot exceed two work weeks and must be taken contiguously, and runs concurrently with FML if applicable. Leave is not prorated beyond the two weeks for employees who are half-time, but not full-time. Leave may be granted only for so long as the Catastrophic Circumstances continue to exist.

4. Effect on Other Leave

a. Leave without Pay (LWOP): An employee who is granted Catastrophic Circumstances Leave and remains unable to return to work after such leave is exhausted may be eligible for Leave without Pay, as provided in the Human Resources Manual, Section 2 and the Academic Faculty and Administrative Professional Manual, Section F.3.13.

b. Family Medical Leave (FML): Leave granted under this policy must be designated as FML if the reason for the leave qualifies as FML and the employee is eligible under the FML policy. Catastrophic Circumstances Leave must run contiguously with FML, when applicable. Departments are responsible for reporting FML when it applies.

c. Human Resources can assist unit administrators with Catastrophic Circumstances Leave due to an illness or injury that qualifies for the use of FML, and short or long-term disability.

Rationale: These changes expand the current Catastrophic Leave benefit. None of the current benefits have been eliminated. Clear definitions of terms have also been added, as well as some clarification of the policy.

Hanneman's motion was unanimously approved by Faculty Council.

9. Proposed revision to Section E.9 of the *Manual* – CoRSAF

The Committee on Responsibilities and Standing of Academic Faculty

MOVES, THAT Section E.9 OF THE *ACADEMIC FACULTY AND ADMINISTRATIVE PROFESSIONAL MANUAL* BE REVISED AS FOLLOWS:

Please note the language: additions underlined, deletions ~~overseered~~.

E. 9 Faculty Productivity (*last revised February 14, 2014*)

Decisions concerning tenure, promotion, and merit salary increases are linked to the faculty member's productivity in teaching and advising, research and other creative activity, and University and professional service. Merit salary increases may also take into consideration positive behaviors that benefit the academic unit, as well as negative behaviors that resulted in disciplinary action, through the E.15 process, including a letter of reprimand. Each academic unit must establish expected levels of productivity for the unit in each of these areas. Productivity is assessed by relating the effort expended to the outcome, in terms of effectiveness, impact, and documentation of the activity. Effort distribution is the allocation of effort into particular areas of responsibilities. Workload describes the professional responsibilities of the faculty. The responsibilities of faculty members for each of these activities will vary, depending upon the mission and needs of the academic unit and the expertise and interests of the faculty. The University recognizes that a faculty member's activities may change over a career and is committed to the use of differentiated responsibilities for individual faculty. Hence, in the evaluation process, reasonable flexibility should be exercised, balancing, as the case requires, heavier responsibilities in one (1) area against lighter responsibilities in another.

Decisions regarding tenure, promotion, and merit salary increases based on productivity must be consistent with, and based upon, the effort distribution established for each faculty member. The department code shall define the general expectations of effort distribution regarding teaching and advising, research and other creative activity, and service responsibilities in terms of the academic mission of the department. Where appropriate and consistent with the academic mission of the department, the department code should define outreach/engagement expectations and how those expectations are addressed in the faculty member's teaching, research, and/or

service effort distribution. During the probationary period and following tenure in the years leading to full professor, there may be a need for changes in the workload and effort distribution originally established at the time of hiring or at the time of tenure and promotion to associate professor. These changes shall be negotiated between the faculty member and the department head (E.9.1, E.9.2). In this event, since promotion and tenure decisions are linked to the faculty member's productivity in line with effort distribution and workload, the promotion and tenure committee or a subcommittee thereof shall provide input in writing to the department head regarding the extent to which these changes may affect progress toward tenure. Following any negotiated changes, these changes and the committee's response, shall be clearly articulated in writing by the department head to the faculty member.

Rationale

The Manual clearly delineates separate processes for evaluating faculty performance and for addressing negative behaviors. This protects individual faculty from having their performance evaluation affected by non-performance factors (such as behavior). Instead, serious behavioral issues¹ are address separately, through the Disciplinary Action/E.15 process. Disciplinary actions include one action that does not require a Hearing (letter of reprimand), but all other disciplinary actions require a Hearing and are viewed as “nuclear” actions – reassignment of duties, suspension without pay, reduction in pay, loss of tenure, or termination – and therefore are rarely pursued.

While faculty should be protected from having serious behavioral issues affect their performance evaluation, a balance is needed to include additional, non-nuclear options for addressing behavior. Section E.9 currently states that merit salary increases are “linked” to faculty productivity, but is vague on other factors that can be considered.

The proposed revision makes it clear that decisions regarding merit salary increases can take into consideration both productivity **and** behavior (both positive and negative). For negative behavior to impact merit salary increases, the behavior must be serious enough to trigger Disciplinary Action through the E.15 process, including a letter of reprimand. This revision will provide a new option to manage serious, negative behaviors without necessarily resorting to the formal Hearing process in E.15.

¹Defined in E.15 as “b. Behavior of the Tenured Faculty Member that (1) presents significant risk to the safety or security of members of the University community (e.g., violence) and/or (2) represents a serious violation of ethics (see Section D.9) and/or University policy (including, but not limited to, unlawful discrimination, research misconduct, harassment, retaliation, or misappropriation of funds)”.

Makela (School of Education): Concerned if action is against the department head and the department head is making decisions on salary for faculty.

Eykholt: You're talking about a retaliation scenario. A letter of reprimand is grievable. If there has been a letter of reprimand, it can go to a hearing. This increases the protection because now department chairs can shoehorn instead of separating out the process. This says, if you are going to dock someone's pay, you have to go through F.15 first.

Robert Keller (Economics): There are no examples.

Mary Meyer (Statistics): If someone in the department wants something different, and criticizes the chair, or associate chair, that could be interpreted as negative behavior, but you were really just expressing your opinion. My sense is that if somebody says I should have gotten a bigger raise and you possibly didn't because you didn't have positive behavior.

Eykholt: What you're describing happens now. Right now department chairs are limited on negative behavior. Trying to limit negative behavior without going through a formal process.

Ross McConnell (Computer Science): I don't recall about faculty being evaluated on behavior.

Eykholt: Under annual evaluations, that is based on teaching, research and service. This document is about merit salary increases and limiting the ability to punish people on a salary increase. Annual evaluations and merit salary increases are not exactly the same thing.

Pedros-Gascon: Rewarding people on good behavior, but minimizing the order.

Stromberger: We could move ahead with a vote and motion to table this proposal and refer it back to the committee.

McConnell: What I don't understand is why weren't the issues to protect people--why wasn't this separated with rewarding people.

Eykholt: The actual intention of this was to limit the disciplinary behavior. Positive behavior was put in to be positive. If you don't like the positive behavior remarks, we can take it out.

Stromberger: What would the body like to do? Vote, or motion to amend?

Keller moved to table and go back to committee.

Hogler seconded Keller's motion.

Makela: Sort out and make it clearer.

Meyer: Revise to state that if you are discriminated, you need to go through F.15 process.

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May 3, 2016

Stromberger: All those in favor of referring the proposal back to CoRSAF?

Proposal referred back to committee.

Stromberger adjourned the meeting 5:38 p.m.

Mary Stromberger, Chair
Stephanie Clemons, Vice Chair
Rita Knoll, Executive Assistant

ATTENDANCE
BOLD INDICATES PRESENT AT MEETING
UNDERLINE INDICATES ABSENT AT MEETING

Agricultural Sciences

<u>Gregory Perry</u>	Agricultural and Resource Economics	2016
<u>Stephen Coleman</u>	Animal Sciences	2018
<u>Scott Nissen</u>	Bioagricultural Sciences & Pest Management	2018
Bradley Goetz	Horticulture & Landscape Architecture	2016
Francesca Cotrufo	Soil and Crop Sciences	2017
<u>Milt Thomas</u>	College-at-Large	2016
Jason Ahola	College-at-Large	2017

Health and Human Sciences

Stephanie Clemons	Design and Merchandising	2016
Brian Tracy	Health and Exercise Science	2018
David Sampson	Food Science and Human Nutrition	2016
Allison Bielak (Substituting for Lisa Daunhauer – Sabbatical)	Human Development and Family Studies	2018
Scott Glick (excused)	Construction Management	2017
Barb Hooper	Occupational Therapy	2017
Tom Chermak	School of Education	2018
Jennifer Portz	School of Social Work	2016

Business

Margarita Lenk	Accounting	2016
Stephen Hayne	Computer Information Systems	2018
Timothy Gallagher (Substituting for Patricia Ryan-Spring 2016-Sabbatical)	Finance and Real Estate	2016
Ray Hogler (Substituting for Troy Mumford Fall 2015)	Management	2018
Tuba Ustuner	Marketing	2018

Engineering

Russ Schumacher	Atmospheric Science	2018
Qiang (David) Wang (Substituting for Travis Bailey – sabbatical)	Chemical and Biological Engineering	2016
Rebecca Atadero	Civil and Environmental Engineering	2018
Steve Reising	Electrical and Computer Engineering	2016
<u>Azer Yalin</u>	Mechanical Engineering	2017
J. Rockey Luo	College-at-Large	2016
<u>Jose Chavez</u>	College-at-Large	2016
<u>Ted Watson</u>	College-at-Large	2018

Liberal Arts

Michael Pante	Anthropology	2017
Marius Lehene	Art	2017

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Elizabeth Williams	Communication Studies	2016
Robert Keller	Economics	2016
Sue Doe	English	2018
<u>Ernesto Sagas</u>	Ethnic Studies	2017
Antonio Pedros-Gascon	Languages, Literatures and Cultures	2018
Adrian Howkins (excused)	History	2017
Jangyul Kim	Journalism and Technical Communication	2017
Gary Moody	Music, Theater, and Dance	2016
TBD	Philosophy	2018
Kyle Saunders	Political Science	2018
Ken Berry	Sociology	2016
Eric Aoki	College-at-Large	2016
<u>Mohammed Hirchi</u>	College-at-Large	2017
Jared Orsi	College-at-Large	2018
Angela Christian	College-at-Large	2018
Lori Peek	College-at-Large	2018
Natural Resources		
Monique Rocca	Ecosystem Science and Sustainability	2017
Julie Savidge (thru Spring 2016)	Fish, Wildlife, & Conservation Biology	2016
Maria Fernandez-Gimenez	Forest and Rangeland Stewardship	2017
William Sanford	Geosciences	2017
<u>Stuart Cottrell</u>	HDNR in Warner College	2017
Natural Sciences		
<u>Tom Santangelo</u>	Biochemistry and Molecular Biology	2016
<u>Melinda Smith</u>	Biology	2018
George Barisas	Chemistry	2017
Ross McConnell	Computer Science	2016
<u>Iuliana Oprea</u>	Mathematics	2017
<u>Mingzhong Wu</u>	Physics	2017
Zinta Byrne	Psychology	2016
Mary Meyer	Statistics	2016
<u>Ed DeLosh</u>	College-at-Large	2017
<u>Christos Papadopoulos</u>	College-at-Large	2016
<u>Janice Moore</u>	College-at-Large	2018
Brad Conner	College-at-Large	2018
Alan Van Orden	College-at-Large	2018

Veterinary Medicine & Biomedical Sciences

Elaine Carnevale	Biomedical Sciences	2016
<u>Howard Seim</u>	Clinical Sciences	2016
Lucas Argueso	Environmental & Radiological Health Sciences	2017
Alan Schenkel	Microbiology, Immunology and Pathology	2018
Ryan Ferris	College-at-Large	2017
<u>Gerald Callahan</u>	College-at-Large	2017
<u>Pete Hellyer</u>	College-at-Large	2016
<u>David Gilkey</u>	College-at-Large	2016
<u>E.J. Ehrhart</u>	College-at-Large	2016
<u>DN Rao Veeramachaneni</u>	College-at-Large	2016
C.W. Miller	College-at-Large	2018
<u>Stuart Tobet</u>	College-at-Large	2018

University Libraries

Nancy Hunter	Libraries	2017
Rachel Erb	At-Large	2016

Ex Officio Voting Members

Mary Stromberger	Chair, Faculty Council/Executive Committee	2016
Stephanie Clemons	Vice Chair, Faculty Council	2016
Paul Doherty, Jr.	BOG Faculty Representative	2016
Don Estep, Chair	Committee on Faculty Governance	2016
Todd Donavan, Chair	Committee on Intercollegiate Athletics	2016
Jerry Magloughlin, Chair	Committee on Libraries	2016
Jennifer Aberle	Committee on Non-Tenure Track Faculty	2016
Bill Hanneman, Chair	Committee on Responsibilities & Standing of Academic Faculty	2016
Donald Samelson, Chair	Committee on Scholarship Research and Graduate Education	2016
Liba Pejchar, Chair	Committee on Scholastic Standards	2016
Katharine Leigh, Chair	Committee on Strategic and Financial Planning	2016
Anton Betten, Chair	Committee on Teaching and Learning	2016
Eric Prince, Chair	Committee on University Programs	2016
Carole Makela, Chair	University Curriculum Committee	2016

Ex-Officio Non-Voting Members

Anthony Frank	President
Rick Miranda	Provost/Executive Vice President
Brett Anderson	Vice President for Advancement
Mary Ontiveros	Vice President for Diversity
Louis Swanson	Vice Provost for Engagement/Director of Extension
Robin Brown	Vice President for Enrollment and Access
Dan Bush	Vice Provost for Faculty Affairs
Patrick Burns	Vice President for Information Technology/Dean Libraries
Jim Cooney	Vice Provost for International Affairs
Tom Milligan	Vice President for Public Affairs
Alan Rudolph	Vice President for Research
Blanche M. Hughes	Vice President for Student Affairs
David Gilkey (Interim) (excused)	Vice Provost for Undergraduate Affairs
Amy Parsons	Vice President for University Operations
Ajay Menon	Dean, College of Agricultural Sciences
Jeff McCubbin	Dean, College of Health and Human Sciences
Beth Walker	Dean, College of Business
David McLean	Dean, College of Engineering
Jodie Hanzlik	Dean, Graduate School
Ann Gill	Dean, College of Liberal Arts
Jan Nerger	Dean, College of Natural Sciences
Mark Stetter	Dean, College of Vet. Medicine & Biomedical Sciences
John Hayes	Dean, Warner College of Natural Resources
Toni-Lee Viney	Chair, Administrative Professional Council

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BALLOT
University Committee Nominations
UNIVERSITY GRIEVANCE PANEL
September 6, 2016

<u>MATTHEW S. JOHNSTON</u> (Nominated by Committee on Faculty Governance)	CVMBS	2019
<u>RICHARD SLAYDEN</u> (Nominated by Committee on Faculty Governance)	CVMBS	2019
<u>FRANK PEAIRS</u> (Nominated by Committee on Faculty Governance)	Ag Sciences	2019

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BALLOT
University Committee Nominations
UNIVERSITY BENEFITS COMMITTEE
4 year terms
September 6, 2016

		Term Expires
<u>BOLIVAR A. SENIOR</u> _____	Health and Human Sciences	2020

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BALLOT
Academic Faculty Nominations to Faculty Council Standing Committees
September 6, 2016

COMMITTEE ON INTERCOLLEGIATE ATHLETICS

Term Expires

KAREN HYLLEGARD Health and Human Sciences 2019
(Nominated by Committee on Faculty Governance)

COMMITTEE ON RESPONSIBILITIES AND STANDING OF ACADEMIC FACULTY

CHRISTIAN PUTTLITZ Engineering 2019
(Nominated by Committee on Faculty Governance)

COMMITTEE ON SCHOLASTIC STANDARDS

YOLANDA SARASON Business 2019
(Nominated by Committee on Faculty Governance)

**COLORADO STATE UNIVERSITY
FACULTY COUNCIL ANNUAL REPORT
TO THE BOARD OF GOVERNORS
July 2015 - May 2016**

Current Faculty Council Officers:

Mary Stromberger, Chair
Stephanie Clemons, Vice Chair
Paul Doherty, BOG Faculty Representative
Lola Fehr, Professional Registered Parliamentarian
Rita Knoll, Executive Assistant

Incoming Faculty Council Officers for 2016-2017:

Mary Stromberger, Chair
Stephanie Clemons, Vice Chair
Paul Doherty, BOG Faculty Representative
Lola Fehr, Professional Registered Parliamentarian
Rita Knoll, Executive Assistant

Faculty Council acts as a representative body for the academic faculty and performs duties delegated to the faculty by acts of the legislature. The Faculty Council, subject to statutes of the State and regulations and policies of the Board of Governors (BOG), has jurisdiction over the general educational policies of the University and passes all rules and regulations necessary to University government. Faculty Council membership consists of one elected representative from each academic department and the Libraries, and a proportionate representation from each college as voting members. Upper-level administrators are *ex officio* non-voting members. The 2015-16 membership for the Faculty Council is attached. Below is a list of Faculty Council business during the 2015-16 academic year.

Action Items Requiring BOG Approval – 2015-16 Academic Year:

Academic Faculty and Administrative Professional Manual Revisions 2015-16:

Section D.2.1 – Benefits Committee
Section C.2.1.4 - Electorate for Faculty Council and Election Procedures
Section C.2.4.2.1.m - Department Codes
Section C.2.3.1 - Colleges and Academic Departments
Section E.2.1.5 - Temporary Appointments
Sections C.2.8, C.2.3.3 and E4.2
Preface of the *Academic Faculty and Administrative Professional Manual - APC*
Section F.3.16 – Parental Leave and Catastrophic Circumstances Leave
Section F.3.17 – Catastrophic Circumstances Leave

Proposed revision to the Colorado State University Academic Calendar:

Fall Semester 2014 through Summer 2016

Department Name Change:

Change name of Foreign Languages and Literatures to *Languages, Literature and Cultures*

Candidates for Degrees:

Fall Candidates 2015
Spring Candidates 2016
Summer Candidates 2016

New Degree Programs:

Master of Finance, Plan C - Department of Finance and Real Estate (2/19/16)
Master of Science in Computer Engineering, Plan A and Plan B – Department of Electrical and Computer Engineering (4/29/16)
Ph.D. in Communication – Department of Communication Studies (3/25/16)
Ph.D. in Computer Engineering – Department of Electrical and Computer Engineering (4/29/16)

New Graduate Certificates:

Power and Energy – Department of Electrical and Computer Engineering (8/21/15)
Computer Systems Engineering – Department of Electrical and Computer Engineering (9/04/15)
Embedded Systems – Department of Electrical and Computer Engineering (9/4/15)

Campus Crisis Management – School of Education (9/4/15)
 Student Affairs Administration – School of Education (9/4/15)
 Student Affairs Management of Auxiliary Enterprises – School of Education (9/4/15)
 Data Analysis – Department of Statistics (12/11/15)
 Systems Engineering Practice – College of Engineering (2/12/16)
 Conflict Resolution and Mediation – School of Social Work (2/12/16)
 Theory and Application of Regression Models – Department of Statistics (2/19/16)
 Nonprofit Administration – School of Social Work (3/25/16)
 Applied Global Stability: Agriculture – School of Global Environmental Sustainability (4/8/16)
 Applied Global Stability: Water Resources – School of Global Environmental Sustainability (4/8/16)
 Applied Global Stability: Natural Resources – School of Global Environmental Sustainability (4/8/16)
 Military and Veteran Culture – School of Social Work (4/15/16)
 French Linguistics and Literary Studies – Department of Languages, Literature and Cultures (4/15/16)
 Spanish Linguistics and Literary Studies – Department of Languages, Literatures and Cultures (4/15/16)
 Gender, Power and Difference – Department of Ethnic Studies (4/29/16)

2015-16 General Catalog Revisions (BOG Approval Not Required)

Freshman Accelerated Fresh Start Policy
 Change the Arts and Humanities and Engineering Science concentration and Social Sciences and Engineering Science concentration to a dual degree with a major in Interdisciplinary Liberal Arts (B.A. degree) and a major in Engineering Science (B.S. degree)

2015-16 Curricular Policies and Procedures Handbook

No change

2015-16 Graduate & Professional Bulletin Revisions (BOG Approval Not Required)

D.5 – Application: International Students
 E – Graduate Study; E.4 Collaborative Degree Program
 F.2.2 – Assistantships
 The Advisory System
 Scholastic Standards
 Application: U.S. citizens or Permanent Residents
 Evaluation of Graduate Students and Graduate School Appeals Procedure

New Centers, Institutes and Other Special Units

New CIOSU: Global Diversity Center, housed within the School of Global Environmental Sustainability
 New CIOSU: Center for Meaning and Purpose
 CSU Early Childhood Center
 The Center for the Analytics of Learning and Teaching

Routine Action Items for Faculty Council Approval (BOG Approval Not Required)

Confirmation of Faculty Council Parliamentarian and Secretary
 Elections:
 Faculty Council Officers
 Standing Committee Members
 Graduate and Undergraduate Student Representatives to Standing Committees
 Grievance Panel
 Discipline Panel
 Annual Reports (2015-16):
 Faculty Council Standing Committees
 University Benefits Committee
 University Grievance Officer Annual Report

Changes in Curriculum – 2015-16
Recommendations for Continuance or Discontinuance of Centers, Institutes, and Other Special Units

Faculty Council Discussion Items 2015-16:

October 2015 - Shared governance and service recognition – Mary Stromberger, FC Chair; Rick Miranda, Provost/Executive Vice President; Gwen Gorzelsky
November 2015 - Re-envisioning CSU – Teaching with High Impact Practices - Kathleen Pickering; Jeni Cross; Jen Krafchick, Toni Zimmerman; Gwen Gorzelsky, Director of TILT
December 2015 – FY17 budget – Rick Miranda, Provost/Executive Vice President
April 2016 – Evaluating Teaching Effectiveness and Course Survey Redesign – Matt Hickey; Anton Betten

Faculty Council Special Reports 2015-16:

Semester at Sea – September 2015
Course Survey Redesign – November 2015
Athletic Director (Joe Parker) – November 2015

Faculty Council Campus Issues 2015-16:

2016-17 Budget Planning Issues
Course Survey Redesign
Non-Tenure Track Faculty
Bullying in the Workplace Policy
On-Campus Stadium and Athletic Budget

**MEMBERSHIP OF THE FACULTY COUNCIL
2015-2016**

OFFICERS

Chair: Mary Stromberger

Vice-Chair: Stephanie Clemons

Executive Assistant: Rita Knoll

BOG Representative: Paul Doherty

Registered Parliamentarian: Lola Fehr

ELECTED MEMBERS	REPRESENTING	TERM
Agricultural Sciences		
Gregory Perry	Agricultural and Resource Economics	2016
Stephen Coleman	Animal Sciences	2018
Scott Nissen	Bioagricultural Sciences & Pest Management	2018
Bradley Goetz	Horticulture & Landscape Architecture	2016
Francesca Cotrufo	Soil and Crop Sciences	2017
Milt Thomas	College-at-Large	2016
Jason Ahola	College-at-Large	2017
Health and Human Sciences		
Stephanie Clemons	Design and Merchandising	2016
Brian Tracy	Health and Exercise Science	2018
David Sampson	Food Science and Human Nutrition	2016
Allison Bielak	Human Development and Family Studies	2018
(Substituting for Lisa Daunhauer – Sabbatical)		
Scott Glick	Construction Management	2017
Barb Hooper	Occupational Therapy	2017
Tom Chermak	School of Education	2018
Eunhee Choi	School of Social Work	2016
(Substituting for Jennifer Portz Fall 2015)		
Business		
Margarita Lenk	Accounting	2016
Stephen Hayne	Computer Information Systems	2018
Timothy Gallagher	Finance and Real Estate	2016
(Substituting for Patricia Ryan-Spring 2016-Sabbatical)		
Ray Hogler	Management	2018
(Substituting for Troy Mumford Fall 2015)		
Tuba Ustuner	Marketing	2018
Engineering		
Russ Schumacher	Atmospheric Science	2018
David Wang	Chemical and Biological Engineering	2016
(Substituting for Travis Bailey – sabbatical)		
Rebecca Atadero	Civil and Environmental Engineering	2018
Steve Reising	Electrical and Computer Engineering	2016
Azer Yalin	Mechanical Engineering	2017

J. Rockey Luo	College-at-Large	2016
Jose Chavez	College-at-Large	2016
Ted Watson	College-at-Large	2018

Liberal Arts

Michael Pante	Anthropology	2017
Marius Lehene	Art	2017
Elizabeth Williams	Communication Studies	2016
Robert Keller	Economics	2016
Sue Doe	English	2018
Ernesto Sagas	Ethnic Studies	2017
Antonio Pedros-Gascon	Languages, Literatures and Cultures	2018
Adrian Howkins	History	2017
Jangyul Kim	Journalism and Technical Communication	2017
Gary Moody	Music, Theater, and Dance	2016
TBD	Philosophy	2018
Kyle Saunders	Political Science	2018
Ken Berry	Sociology	2016
Eric Aoki	College-at-Large	2016
Mohammed Hirchi	College-at-Large	2017
Jared Orsi	College-at-Large	2018
Angela Christian	College-at-Large	2018
Lori Peek	College-at-Large	2018

Natural Resources

Monique Rocca	Ecosystem Science and Sustainability	2017
Julie Savidge (thru Spring 2016)	Fish, Wildlife, & Conservation Biology	2016
Maria Fernandez-Gimenez	Forest and Rangeland Stewardship	2017
William Sanford	Geosciences	2017
Stuart Cottrell	HDNR in Warner College	2017

Natural Sciences

Tom Santangelo	Biochemistry and Molecular Biology	2016
Melinda Smith	Biology	2018
George Barisas	Chemistry	2017
Ross McConnell	Computer Science	2016
Iuliana Oprea	Mathematics	2017
Mingzhong Wu	Physics	2017
Zinta Byrne	Psychology	2016
Mary Meyer	Statistics	2016
Ed DeLosh	College-at-Large	2017
Christos Papadopoulos	College-at-Large	2016
Janice Moore	College-at-Large	2018
Brad Conner	College-at-Large	2018

Alan Van Orden	College-at-Large	2018
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Veterinary Medicine & Biomedical Sciences

Elaine Carnevale	Biomedical Sciences	2016
Howard Seim	Clinical Sciences	2016
Lucas Argueso	Environmental & Radiological Health Sciences	2017
Alan Schenkel	Microbiology, Immunology and Pathology	2018
Ryan Ferris	College-at-Large	2017
Gerald Callahan	College-at-Large	2017
Pete Hellyer	College-at-Large	2016
David Gilkey	College-at-Large	2016
E.J. Ehrhart	College-at-Large	2016
DN Rao Veeramachaneni	College-at-Large	2018
C.W. Miller	College-at-Large	2018
Stuart Tobet	College-at-Large	2018

University Libraries

Nancy Hunter	Libraries	2017
Rachel Erb	At-Large	2016

***Ex Officio* Voting Members**

Mary Stromberger	Chair, Faculty Council/Executive Committee	2016
Stephanie Clemons	Vice Chair, Faculty Council	2016
Paul Doherty, Jr.	BOG Faculty Representative	2016
Don Estep, Chair	Committee on Faculty Governance	2016
Todd Donovan, Chair	Committee on Intercollegiate Athletics	2016
Jerry Magloughlin, Chair	Committee on Libraries	2016
Jennifer Aberle, Chair	Committee on Non-Tenure Track Faculty	2016
Bill Hanneman, Chair	Committee on Responsibilities & Standing of Academic Faculty	2016
Donald Samelson, Chair	Committee on Scholarship Research and Graduate Education	2016
Liba Pejchar, Chair	Committee on Scholastic Standards	2016
Katharine Leigh, Chair	Committee on Strategic and Financial Planning	2016
Anton Betten, Chair	Committee on Teaching and Learning	2016
Eric Prince, Chair	Committee on University Programs	2016
Carole Makela, Chair	University Curriculum Committee	2016

***Ex-Officio* Non-Voting Members**

Anthony Frank	President
Rick Miranda	Provost/Executive Vice President
Brett Anderson	Vice President for Advancement
Mary Ontiveros	Vice President for Diversity
Louis Swanson	Vice Provost for Engagement/Director of Extension
Robin Brown	Vice President for Enrollment and Access
Dan Bush	Vice Provost for Faculty Affairs
Patrick Burns	Vice President for Information Technology/Dean Libraries

Jim Cooney	Vice Provost for International Affairs
Tom Milligan	Vice President for Public Affairs
Alan Rudolph	Vice President for Research
Blanche M. Hughes	Vice President for Student Affairs
David Gilkey (Interim)	Vice Provost for Undergraduate Affairs
Amy Parsons	Vice President for University Operations
Ajay Menon	Dean, College of Agricultural Sciences
Jeff McCubbin	Dean, College of Health and Human Sciences
Beth Walker	Dean, College of Business
David McLean	Dean, College of Engineering
Jodie Hanzlik	Dean, Graduate School
Ann Gill	Dean, College of Liberal Arts
Jan Nerger	Dean, College of Natural Sciences
Mark Stetter	Dean, College of Vet. Medicine & Biomedical Sciences
John Hayes	Dean, Warner College of Natural Resources
Toni-Lee Viney	Chair, Administrative Professional Council

Committee on Faculty Governance (CoFG) Annual Report 2015-2016

Members for 2015-2016:

Agricultural Sciences–Merlyn Paulson
 Applied Human Sciences–Scott Shuler
 Business–Leo Vijayarathy
 Engineering–Steve Reising, vice Chair
 Liberal Arts–Emily Moore
 Natural Resources–Kevin Crooks
 Natural Sciences–Don Estep, Chair
 Veterinary Medicine and Biomedical Sciences–Quinton Winger
 University Libraries–Allison Level

The committee physically met on the following dates: 1/25. The committee conducted significant business through electronic discussions.

Code changes to the following sections were considered by CoFG:

- C.2.1.4
- C.2.4.2.1.m
- C.2.1.9.3
- C2.1.9.5
- C2.1.9.6
- C.2.3.3
- C2.8
- E4.2

CoFG took the following actions regarding elections:

- Conducted elections for departmental and at-large representatives to Faculty Council.
- Conducted elections for members of Executive Committee.
- Made nominations for Faculty Council officers.
- Made nominations for members of Faculty Council standing committees.
- Made nominations for members of University Benefits Committee.
- Made nominations for members of Grievance Panel.
- Appointed substitutes for temporary vacancies on Faculty Council and its standing committees.

The CoFG considered other issues regarding changes to the Academic Manual

- The CoFG has begun a review of election procedures with respect to Faculty Council throughout the University.
- The CoFG has begun consideration of a proposal to create a new University Committee with responsibility to review and evaluate university administration policies

Faculty Council Committee on Intercollegiate Athletics

Annual Report – From September 22nd 2015 to May 10th 2016

Member	College	Role / Title	# of meetings attended out of 6
Chris Goemans	Agricultural Sciences	Member	2
Karen Hyllegard	Health & Human Sciences	Member	3
Todd Donovan	Business	Chair	5
Stephen Milton	Engineering	Member	4
Kyle Saunders	Liberal Arts	Member	6
Courtney Schultz	Natural Resources	Member	2
Greg Florant	Natural Sciences	Member	6
Craig Webb	Veterinary Medicine	Member	3
Mark Shelstad	Library	Member	5
Nathan Rhine	Student Rep	Undergraduate	1
Seth Butler	Student Rep	Graduate Student	2
James Francis	Faculty Rep to Athletics	Ex-officio	5

Dates of Meetings:

September 22, 2015,
February 4, 2016,

November 10th, 2015,
March 1st, 2016,

December 8, 2015,
May 10th, 2016.

The FCCIA committee met during the school year 2015-2016 six times, in addition to a meeting in October to meet with SAAC to discuss the previous year's exit surveys. Our regularly scheduled meeting in April with SAAC was cancelled due to SAAC indicating they did not have any important business to discuss with our committee.

The October meeting with SAAC was a very positive meeting. Typically, during the meeting to discuss the exit surveys, athletes have a laundry list of issues they would like us to take up on their behalf. The athletes were quite pleased with the current state of athletics. Specifically, they were very pleased with the refueling station that was implemented approximately a year ago. A number of issues were discussed with FCCIA. One issue that appears to be a concern for the student-athletes is the tutoring. Students would like to see smaller groups (less than 5) for tutoring sessions. Additionally, they requested more assistance in the upper division classes. All input was passed on to the athletic director in the November meeting.

In the spring, there was a couple controversial issues that arose which revolved around the football program. These issues were proposals that would greatly effect CUS athletics. One proposal was to terminate the football program entirely based on the associated costs. The other proposal was to prioritize budget cuts so that cuts are made to athletics rather than to academic units. The second proposal was eventually brought to the floor of faculty council but it did not receive enough support from the floor to actually be voted on. FCCIA reviewed the proposal in the February meeting, and tabled

the discussion for a vote in the March meeting. Due to the resolution failing at Faculty Council, FCCIA did not revisit the issue in the March meeting.

In the March meeting, FCCIA met with Terry DeZeeuw from the athletic department. Terry provided an update on the current department concussion plan. This plan includes steps of identifying athletes who may have suffered a concussion (medical spotters), treatment and reentry into competition.

FCCIA reviewed the graduation rates within athletics. The four-class average for student-athletes of 65% is consistent with last year's score and matches the rate for the general student body.

In the May meeting, a quorum was not present so we delayed the vote for a chair for the 2016-2017. We will take this up in the first meeting in September 2016.

**Committee on Non-Tenure Track Faculty
Annual Report, August 2015 – May 2016**

Committee Members:

<u>College</u>	<u>Members</u>	<u>Title</u>	<u>Unit</u>
Agricultural Sciences	<i>Open</i>	NTTF Representative	<i>Open</i>
Business	Jenny Morse	NTTF Representative	Management
Health & Human Sciences	Jennifer Aberle	Chair, NTTF Representative	Human Development & Family Studies
Engineering	Steven Schaeffer	NTTF Representative	Mechanical Engineering
Liberal Arts	Natalie Barnes	NTTF Representative	Art
Libraries	<i>Open</i>	NTTF Representative	<i>Open</i>
Natural Sciences	Joseph DiVerdi	Vice Chair, NTTF Representative	Chemistry
Veterinary Medicine and Biomedical Sciences	<i>Open</i>	NTTF Representative	<i>Open</i>
Warner College of Natural Resources	Natalie Ooi	NTTF Representative	Human Dimensions of Natural Resources
Tenure-Track Faculty Representative At-Large	David Greene	TTF Representative	Occupational Therapy
Tenure-Track Faculty Representative At-Large	Sue Doe	TTF Representative	English
Faculty Council Chair	Mary Stromberger	<i>ex officio</i> , Chair, Faculty Council	Soil and Crop Sciences

Participation: The Committee on Non-Tenure Track Faculty (CoNTTF) held twenty meetings during the academic year. The attendance data is listed below. One colleges added representatives to the committee: *Warner College of Natural Resources;

Attendance of Members of CoNTTF:

Jennifer Aberle	present: 20	absent: 0
Natalie Barnes	present: 14	absent: 6
Sue Doe	present: 14	absent: 6
Joseph DiVerdi	present: 18	absent: 2
David Greene	present: 18	absent: 2
Jenny Morse	present: 18	absent: 2
Natalie Ooi	present: 14	absent: 1 (started in Fall)
Steven Schaeffer	present: 13	absent: 7

Representation on at University Meetings or on Committees: The Chair participated in and represented CoNTTF's interests at several University meetings and committees this year.

Topics discussed and Issues addressed

- Communication with NTTF at CSU – website, listserv, & newsletter established
- Completed and shared NTTF handbook.
- Shared Faculty Governance for all Faculty at CSU, including representation and responsibilities of service on Faculty Council and its standing committees
- Equitable representation on CoNTTF across the University
- Partner with the Center for the Study of Academic Labor (CSAL)
- Worked to create College and Library NTTF committees and have representatives from all entities join CoNTTF
- Equitable pay for NTTF at CSU
- Implementation of Multi-year contracts for Non-Tenure Track Faculty
- Creating a culture of accountability among Chairs, Deans and the Administration in regard to their practices regarding NTTF
- Career Trajectory for NTT faculty
- Professional Training and Development of NTTF
- CoNTTF University Partnerships

Discussed Proposals to the *Academic Faculty and Administrative Professional Manual*:

- C.2.1.3.2 *Ex Officio Members*
- C.2.1.3.1 *Faculty council Elected Members*
- C.2.1.4 *Electorate for FC & Election Procedures*
- C.2.1.9.3 *Membership and Organization*
- C.2.1.9.5.h *Standing Committees: Membership and Function, Committee on Strategic and Financial Planning*
- C.2.3.3 *Special Academic Units*
- C.2.8.1 *Creation of a Special Academic Unit*
- C.2.8.3 *Code of a Special Academic Unit*
- C.2.4.2 *Dept. Organization*
- C.2.4.2.1.m *Departmental Codes*
- C.3.2.4 *Electorate for Faculty Council and Election*
- E.2.1.3 *Senior Teaching Appointments*
- E.2.1.4 *Special Appointments*
- E.2.1.5 *Temporary Appointments*
- E.4.2 *Selection of Faculty*
- E.6 *General Policies Relating to Appointment and Employment of Faculty*

Meetings with CoNTTF's Guests, Other Faculty Council Committees, and University Constituents:

1. Dr. Mary Stromberger, Chair of Faculty Council, CoNTTF's initiatives for AY 2015-2016
2. Committee on Teaching and Learning, proposal to include a NTT faculty member representative on CoTL
3. Committee on Faculty Governance, discussion regarding CoNTTF's proposals to amend Section C of the *Academic Faculty and Administrative Professional Manual*
4. Vice Provost for Faculty Affairs, Dr. Dan Bush
5. Provost, Dr. Rick Miranda
6. Dr. Pam Jackson, networking and communication support
7. College of Liberal Arts Non-Tenure-Track Faculty Committee
8. TILT directors
9. CSU Online directors

Key Actions Taken / Issues Addressed during AY15-16:

1. Motions proposed to Executive Committee of Faculty Council and / or the Committee on Faculty Governance
 - a. *E.2.1.4 Special Appointments*
 - b. *E.2.1.5 Temporary Appointments*
 - c. *C.2.1.4 Electorate for FC & Election Procedures*
 - d. *C.2.4.2 Dept. Organization*
 - e. *C.2.4.2.1.m Departmental Codes*
 - f. *E.6 General Policies Relating to Appointment and Employment of Faculty*
2. Motions approved by Faculty Council:
 - a. *C.2.1.4 Electorate for Faculty Council and Election Procedures*
 - b. *C.2.4.2.1.m Department Codes*
 - c. *C.2.8 Special Academic Units*
 - d. *E.2.1.5 Temporary Appointments*
 - e. *E.4.2 Selection of Faculty*
3. Summer 2016 submission of proposal for comprehensive changes to non-tenure-track faculty appointment types and articulation of career trajectory for teaching faculty.

Continuing Issues for AY16-17:

- Continue the momentum for shared governance including NTT faculty representation on Faculty Council, with NTT faculty voting for their dept.'s and college's representatives to Faculty Council, NTT faculty sitting on Faculty Council and its standing committees.
- Special and Senior Teaching Faculty representatives on Faculty Council as college at-large representatives
 - 1 representative from each College; exceptions: 2 representatives from CHHS and 3 representatives from CLA
- CoNTTF representatives needed from:
 - CAS
 - CVMBS
 - SAUs
 - Libraries
- Keep a record of grievances & issues brought to the CoNTTF; what the CoNTTF has done with the information brought to them and history of what
- Special and Senior Teaching Faculty voting representative on all Faculty Council Standing Committees:
 - Executive Committee (currently: none)
 - Committee on Faculty Governance (currently: none)
 - Committee on Libraries (currently: none)
 - Committee on Responsibilities and Standing of Academic Faculty (currently: none)
 - Committee on Scholarship, Research, & Graduate Education (currently: none)
 - Committee on Strategic and Financial Planning (currently: non-voting *ex officio member*)
 - Committee on Teaching and Learning (currently: non-voting *ex officio member*)
 - Committee on University Programs (currently: none)
 - University Curriculum Committee (currently: none)
- Consider a student representative from ASCSU on CoNTTF.
- Compensation Compression for NTT Faculty; need to address seniority and performance quality.
- Senior Teaching faculty appointment applications v. promotion of NTT Faculty.
- Provide information and input to the Provost's Office and the Faculty Council leadership regarding NTT faculty.
- Continue to provide strategic initiatives for NTT faculty on campus.
- Continue key partnerships with Faculty Council, the Administrative Professional Council, and the Classified Personnel Council.
- Implementation of CoNTTF's proposal for comprehensive change to non-tenure-track faculty appointment types and vested career path trajectories for teaching faculty.
- Implementation of changes to the *Academic Faculty and Administrative Professional Manual* that were proposed this year by CoNTTF.

CSU Faculty Council

Committee on Scholarship, Research and Graduate Education

Don Samelson, Chair

Report of academic year 2015-2016

During the year, the committee reviewed and approved 29 program proposals (new programs and changes to existing programs). We also reviewed and approved ten new graduate certificates.

Other committee activities:

1. Approved five requested additions to graduate student committees.
2. Approved several minor wording or policy changes to the Graduate Bulletin.
3. Approved policy changes regarding the use of Continuous Registration.
4. Several members participated in the SPARC budgetary process and reported to the committee.
5. Served as a sponsor for Graduate Showcase.
6. The chair represented the committee on the Interdisciplinary Scholarship Award committee.
7. The chair represented the committee on the Honorary Degree committee.
8. Conducted extensive discussion of the possibility of a Professional Doctorate degree, to be continued next year.

COLORADO STATE UNIVERSITY COMMITTEE ON SCHOLASTIC STANDARDS
Annual Report for September 2015 to June 2016

MEMBERSHIP 2015-2016

Agricultural Sciences	Paul Ode
Health and Human Sciences	Karen Barrett
Business	Raymond Hogler - Fall only
Engineering	Ketul Popat – Spring only
Liberal Arts	Jason Frazier
Natural Resources	Liba Pejchar
Natural Sciences	Debbie Crans
Veterinary Medicine and Biomedical Sciences	Kristy Dowers
Libraries	Neyda Gilman
Office of the Provost (ex officio)	Madlyn D'Andrea, Director, CASA

I. MEETINGS & ATTENDANCE

The Committee on Scholastic Standards met 10 times during the 2015-2016 academic year. Of these 10 meetings, 2 included review of academic dismissal appeals, and 1 was specifically held to review policies.

09/30/15	Review of retroactive withdrawal requests Excused absences: Debbie Crans, Jason Frazier, Ray Hogler
10/27/15	Review of retroactive withdrawal requests Excused absences: Debbie Crans
12/02/15	Review of policies Excused absences: Jason Frazier, Ray Hogler and Debbie Crans
12/03/15	Review of retroactive withdrawal requests Excused absences: Debbie Crans
01/06/16	Review of academic dismissal appeals and retroactive withdrawals
02/10/16	Review of retroactive withdrawal requests Excused absences: Debbie Crans
03/03/16	Review of retroactive withdrawal requests
04/06/16	Review of retroactive withdrawal requests Excused absences: Debbie Crans, Kristy Dowers and Ketul Popat
05/04/16	Review of retroactive withdrawal requests Excused absences:
06/02/16	Review of academic dismissal appeals and retroactive withdrawals Excused absences:

Note: While not optimal, several of the committee members reviewed appeal requests online before the committee meeting, when they were unable to attend the actual meetings due to short-term or extended travel.

II. Retroactive Withdrawal Requests 2015-2016 compared to previous years:

Outcomes	2015-16 (total 144)	%	2014-15 (total 113)	%	2013-14 (total 93)	%	2012-13 (total 110)	%	2011-12 (total 115)	%
Denied	10	7.0	19	16.8	7	7.5	18	16.4	13	11.3
Granted	100	69.4	76	67.3	70	75.3	72	65.5	81	70.4
Not Yet Decided	1	.69	1	1	1	1.1	3	2.7	0	0
Partially Granted & Denied	1	.69	2	1.8	2	2.2	3	2.7	4	3.5
Partially Granted – Denied & Tabled	9	6.3	1	1	2	2.2	2	1.8	0	0
Tabled	23	16	14	12.4	11	11.8	12	10.9	17	14.8

III. Academic Dismissal Appeal Decisions

A. Fall 2015

Original Appeals:

- 91 total appeals (vs. 91 in Fall 2014)
- 6 not eligible and not reviewed
- 4 earned a cumulative GPA of 2.0 or higher (did not need to be reviewed)

Of the 81 reviewed:

- 49 granted with an average 7.04 QPD (vs. 46 granted 2014 with average 6.71 QPD)
- 32 denied with an average 25.65 QPD (vs. 31 denied 2014 with average 23.71 QPD)

B. Spring 2016

Original Appeals:

- 57 total appeals (vs. 48 in Spring 2015)
- 5 not eligible and not reviewed
- 0 earned a cumulative GPA of 2.0 or higher (did not need to be reviewed)

Of the 52 reviewed:

- 29 granted with an average 6.24 QPD (vs. 21 in 2015 with average 6.57 QPD)
 - 2 received information about investigating a potential retroactive withdrawal
- 23 were denied with an average 28.96 QPD (vs. 20 in 2015 with average 23.2 QPD)

C. Annual summary

	2015-16 (total 133)	%	2014-15 (total 118)	%	2013-14 (total 122)	%	2012-13 (total 155)	%	2011-12 (total 182)	%
Denied	55	41.4	51	43.2	68	55.7	83	53.5	105	57.7
Granted	78	58.6	67	56.8	54	44.3	72	46.5	64	45.6

Note: 'Total' is total number of appeals considered; some were received but not considered due to ineligibility (i.e. GUEST, probation status) and some were submitted by students who achieved a 2.0 GPA and did not need to be considered.

IV. OTHER COMMITTEE BUSINESS

Leadership and Committee Composition

- Liba Pejchar continued to serve as Chair for 2015-16 and her term ended June 2016.
- Karen Barrett who was elected Vice Chair for 2015-2016 will assume the position of Chair for 2016 – 2017.
- Paul Ode will be stepping in as Vice Chair in 2016-2017.
- Two new committee members joined in fall 2015 – Raymond Hogler (Business) and Neyda Gilman (Libraries).
- Raymond Hogler stepped off the committee in spring 2016 – his position (Business) will be replaced in fall 2016.

Business

- The committee suggested updates to the online system such as being able to record the choice of “table” and not just grant, deny, maybe or mixed.
- Areas of clarification for decisions were noted: If a student does not include documentation but the circumstances outlined in the student’s personal statement appear to meet our criteria for a retroactive withdrawal, then the appeal will be tabled. Please use the comment box to specify which documentation is needed – this information will then be communicated to the student. If the circumstances described do not warrant a retroactive withdrawal, no additional documentation is necessary and the request will be denied. If no personal statement is included, then the request will be denied, even if other documentation is provided.

Policies

- The committee reviewed, discussed and took steps towards the implementation of three policy changes: 1) a proposed amendment to the fresh start policy that would add a “freshmen fresh start” option, 2) updates to CoSS’ operating procedures, and 3) proposed changes to the student grade appeal policy.
- Freshman Accelerated Fresh Start: Members of the committee suggested minor edits to improve the clarity of this proposal, and discussed several issues related to the eventual implementation of the freshman fresh start policy (e.g. broadly disseminating this option to parents as well as students towards the end of each term, and maintaining a CSU point of contact for students that opt to take leave under this policy to encourage and support their eventual return to CSU). The committee was supportive of moving this proposal forward. Liba Pejchar subsequently submitted the fresh start amendment to both faculty council executive committee and Faculty Council. The Freshman Accelerated Fresh Start Policy was approved by Faculty Council on April 6, 2016.
- CoSS operating procedures: Liba and Madlyn proposed a series of minor changes to CoSS operating procedures to more accurately reflect our activities and processes. The committee made several additional minor edits and this document was finalized and sent to Rita Knoll for incorporation into the faculty council handbook.
- Liba led discussions of the proposed changes to the student grade appeal policy drafted by Josh Zugish, Senior Associate Legal Counsel from the Office of the General Counsel. The committee raised many questions and concerns about the proposal. The committee was not prepared to bring this proposal to Faculty Council and Josh returned in April 2016 with clarifications to the policy, along with a revised version of the proposed revisions and a rationale for the recommended changes. The subsequent discussion focused largely on the timeline for submitting appeals. The committee plans to continue this discussion of the proposed policy changes at one of the first meetings of fall 2016. Next steps include providing feedback to Josh Zugish and Melissa Emerson on the most recently proposed changes, and then deciding if/when to move forward with bringing this proposed policy change to Faculty Council Executive Committee.

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**COLORADO STATE UNIVERSITY – FACULTY COUNCIL
STRATEGIC AND FINANCIAL PLANNING COMMITTEE
ANNUAL REPORT, AY 2015-16**

Committee Members:

- | | |
|---|--|
| George Barisas (Natural Sciences) | Angela Nielson (Budget, <i>ex officio</i>) |
| Stacey Baumgarn (CPC) | Hannah Pauly (Grad Student) |
| Joseph DiVerdi (Non-Tenure Track Faculty, <i>ex officio</i>) | Gregory Perry (Agricultural Science) |
| Daniel Draper (Libraries) | John Ridley (Natural Resources) |
| Tenley French & Toni-Lee Viney (APC) | Nathan Rhine & Sam Laffey (Undergrad Student) |
| John Hayes (Council of Deans, <i>ex officio</i>) | Rob Schwebach (Business) |
| Laura Jensen ((Provost’s Office, <i>ex officio</i>) | Charles Shackelford (Engineering) |
| Robert Keller & John Straayer (Liberal Arts) | Mary Stromberger (Faculty Council, <i>ex officio</i>) |
| Katharine Leigh (<i>Chair</i> , Health and Human Sciences) | Jeffrey Wilusz (Vet Med & Biomed Sci) |

Meetings and Participation: The Committee on Strategic & Financial Planning (CoSFP) held twelve meetings during the academic year (generally 2nd and 4th Mondays of the month. 2:00-3:30pm, in Admin 106) with all positions filled throughout the year. During the spring semester, the Administrative Professional Council was represented by Tenley French substituting for Toni-Lee Viney, Robert Keller represented the College of Liberal Arts substituting for John Straayer due to teaching conflict, and Nathan Rhine transitioned from Sam Laffey, who graduated in December, as the Undergraduate Student Representative. Details on attendance at specific meetings are documented in available meeting minutes. CoSFP Operating Procedures for AY 15-16 were approved by on the October 12, 2015 meeting as required by the committee bylaws.

Representation on University Committees: The Chair participated and represented CoSFP interests at the Council of Deans, and Faculty Council meetings, as appropriate.

Program Proposal Reviews: CoSFP reviewed the following nine proposals for new degrees and programmatic changes, which were subsequently approved by the CoD:

- Bachelor of Science in Data Science (Phase I)
- Doctor of Philosophy in Communication Studies (Phase I and II)
- Doctor of Philosophy in Computer Engineering (Phase I and II)
- Master of Science in Computer Engineering (Phase I and II)
- Master of Electrical Engineering (Phase I and II)
- Masters of Engineering in Computer Engineering (Phase I and II)
- Master of Finance (Plan C; Phase II)
- Doctor of Philosophy in Anthropology (Phase I and II)
- Bachelor of Science in Geography (Phase I and II)

The committee reviewed each proposal from the perspective of strategic impact and financial planning and provided comments and recommendations to the Provost, Associate Provosts, Deans, and Council of Deans, and Faculty Council. Of continuing note remains the concern of the committee without comprehensive information (e.g., holistic impact to the institution) members cannot fully recommend certain actions to the Provost, President, or Faculty Council in good faith.

Budget and Planning Process Issues:

The committee began the year with an update report from Athletics on the fueling station, Olympic Sport Needs, and Cost of Attendance) initiatives recommended for funding the previous year to meet NCAA guidelines.

Members unanimously voted in support of voting rights for the NTTC representatives on Standing Committees on October 12; the request was made to the Faculty Council Governance Committee. The FCCG presented a motion to the FC Chair on November 20 to revise Sections C.2.1.9.3 and C2.1.9.5 of the ACADEMIC FACULTY AND ADMINISTRATIVE PROFESSIONAL MANUAL; the motion has been approved by FCEC and the NTTFC, and awaits approval by the Board of Governors in the summer.

During the summer, the chair met with the VPUA and the Dean of the Graduate School to discuss changes to the Budget Sheet. In October, the members of the committee again addressed changes to the Budget Sheet to improve clarity, comprehension, and information required for strategic decision-making. These changes were forwarded to the Dean of the Graduate School and followed by a meeting with the Dean and the Director of the Office of Budgets to respond to suggestions from the Provost. Changes are being addressed but have not been formalized for review.

The chair met with the representative from Engineering and provided initial guidance to Engineering regarding a proposal being developed for the Professional Doctorate in Systems Engineering.

After receiving comments and ideas during the Budget Workshops held summer 2015, Dr. Miranda instituted a process to obtain broader comment on proposals received from the VP's and Deans. He invited the CoSFP to participate as one of the Budget Area Review Committees (BARC). On November 20, the committee received the charge and review criteria from Dr. Miranda. Members reviewed 19 proposals for funding in early January and the chair presented each of these at the BARC annual presentations. The committee responded positively to the charge and perceived the increased transparency as a positive step in the university's strategic and financial decision-making.

Dr. Anthony Frank moderated an in-depth discussion regarding the state of the budget, framing the next round of fiscal discussions. A discussion of the FY17 Incremental E & G Budget V.3.0 was held on February 8, 2016 with Dr. Miranda, addressing overall financial health of the university, definitions, strategies, clarifications, flexible areas, and potential for impact that may shift line items.

The committee actively engaged in discussions associated with the FY15 and FY16 budgets. Specifically, the committee:

- a) Held lengthy multi-meeting discussions of resolutions presented by faculty (Drs. Meyers and Shulman) proposing to reduce the impact of budget reallocation by either eliminating Athletics or impacting the Athletics budget. The CoSFP chair was invited to meet with the FC Executive Committee to share committee comments framing the decision to return the amendment to the author (Shulman) and refer the amendment to the Committee on Intercollegiate Athletics (Meyers).
- b) Revisited the Gender Salary Equity issues with Diana Prieto, chair of the committee regarding the process, variables, and schedule of the committee. When the committee has completed its work, a second meeting will be scheduled as appropriate.

Accomplishments: CoSFP provides a 'checks and balance' role in the overall budgetary process with Administration, including priorities of expenditures in budget line items. The Committee continues to be a voice for change to Administration concerning the integration of strategic planning and budgeting initiatives, and the distribution of funds. The Committee this year also discussed a number of financial issues with the goal of bringing these issues to the attention of the Faculty Council Executive Committee and Administration for discussion/action.

Key Actions / Issues Addressed during AY15-16:

- a) Discussion of overall fiscal accountability of all programs using the Academic Program Reviews Report and a new annual program progress tracking procedure through the Office of Budgets. The report summary from 2010-2016 presented by Angela Nielson captured the percent enrollment and revenue compared to the estimated budget submitted at the time of Phase II review and examined eight programs.
- b) Requested voting privileges for the representative of the Non-tenure Track Faculty Committee (ex officio).
- c) Preliminary discussion of implications regarding the Professional PhD at CSU.

At its April 25th meeting, the committee voted unanimously to re-elect Dr. Katharine Leigh CoSFP Chair for the next academic year (AY 16-17).

Continuing Issues for 2016-17:

- 1) *Continue to participate in the strategic and budget planning processes to advocate for improved integration of the budgeting and strategic planning processes. Changes to the strategic planning process (e.g., Budget Form, BARC reviews, pre-program check in with Graduate Dean, Enrollment/Revenue Comparison to Phase II) being developed provide an excellent and real time opportunity for the committee to achieve maximum impact.*

- 2) *Support continued momentum for a plan to effectively address the issue of the disparity of the CSU benefit package with our peer institutions with review to monitor impact of increases to the benefit package with regard to cost of living, peer institution benefits, etc.*
- 3) *Continue to evaluate strategic aspects of proposed new degree programs at both Undergraduate and Graduate level, and campus growth in general.*
- 4) *Continue to consider strategic and financial impacts of the University Strategic Plan (2016-2021).*
- 5) *Consider the role of CoSFP in the Program Review Process on campus to more effectively inform the committee of strategic and financial actions related to programmatic changes.*
- 6) *Evaluate approaches to maintain the strategic edge of the university in research and graduate education in the face of declining federal research outlays and state support.*
- 7) *Provide input into strategic aspects of women's issues (parental leave, salary equity across gender).*
- 8) *Provide input into longer term university planning initiatives to ensure that CSU remains as effective and competitive as possible in the future.*
- 9) *Clarify and articulate key assessment points in the review by the committee regarding program plans and budgets impacting the University's mission and strategic plan.*
- 10) *Provide continued input into the decision to invite/not invite the professional doctorate at CSU.*
- 11) *Continue to monitor and support faculty and staff compensation to achieve salaries competitive with peers, and enable faculty and staff to reside in the Fort Collins and nearby communities.*
- 12) *Provide input into strategic and financial issues of non-tenure track faculty on the campus. According voting rights to this member of the CoSFP is an important proposal before the BOG.*
- 13) *Revisions to the BS in Data Science for Phase II Review and follow-up on all Phase I proposals preparing for Phase II submission.*
- 14) *Continued engagement with the Provost and President regrading the balance of optimal enrollment growth and student tuition.*

**Committee on Teaching and Learning
Annual Report
2015-2016 Academic year**

1. Committee Membership
 - a. Anton Betten, Chair, CNS (Mathematics), Shawn Archibeque (College of Agriculture), D. Tobiassen-Baitinger (Registrar's Office), Randall Boone (WCNR, Secretary), Dan Bush (Provost's Office), Jody Donovan (Student Affairs), Timothy Gates (Engineering), Aparna Gollapudi (CLA), Gwen Gorzelsky (TILT), Matthew Hickey (CHHS), Lindsay Lammers (Graduate student council), Merinda McLure (Libraries), Jenny McLean (CVMBS), Jordan Paulus (ASCSU), Mary Stromberger (Faculty Council Chair), Dan Turk (COB-through 12/2015).
 - b. Permanent guest in Spring 2016: Jenny Morse (Committee on NTTF)
2. Major CoTL Activities:
 - a. **Student Course Survey Redesign:** CoTL has been directly involved in the course survey redesign throughout the year. This includes two presentations to FC, two presentations to ASCSU Senate and numerous other activities like participation in open forums and discussion groups, direct interactions with the course survey redesign group led by Dr. Zinta Byrne. The CoTL supports the continued efforts on formal survey redesign proposed for AY 16-17.
 - b. **Task Force on Evaluating Teaching Effectiveness:** CoTL has been involved in a TILT/UDTS Task Force working on tips and tools aimed toward providing more substantive/rigorous evaluation and mentoring of teaching effectiveness. CoTL members presented the task force report to faculty council, and the Council of Deans for feedback, and is receiving ongoing feedback from faculty colleagues. Discussions are planned with non-tenure track faculty as well.
 - c. **Unizin:** CoTL has been directly involved with Unizin in a joint subcommittee with the Committee on Libraries. The continued efforts to develop and share online/e-communication tools and resources (and e-book publishing opportunities) for faculty is supported by the CoTL. Major event was a panel discussion on 3/28/2016. Anton Betten and Gwen Gorzelsky were among the panelists. The event was recorded.
 - d. **PASS Committee:** Anton Betten represented CoTL on the PASS committee during AY15-16.
 - e. **GAPS Committee:** CoTL has a member on the GAPS committee, which issued a report at the GAPS committee meeting on April 25th. Progress on both identifying and addressing gaps in education opportunities, support, and student success outcomes for 1st generation and underrepresented/at-risk student populations have been the focus of this committee's efforts.
 - f. **Open textbook initiative:** CoTL has been in discussions with library representatives and outside guests on the advancement of the use of open textbooks in our classes. Merinda McLure coordinated the events.
 - g. **Academic Integrity Policy:** CoTL worked directly with Elaine Greene on proposed revisions to the faculty manual to address academic integrity.

Changes have been made to the student conduct code, and efforts to address consistency in language are the aim. CoTL has endorsed and shared a draft version of the language with the FC Chair, and will work with Faculty Council in AY 16-17 with an aim of developing language that is appropriate for the faculty manual. In addition, CoTL hosted Dr. Mike Palmquist for a discussion on the issue of cheating and academic integrity on online learning and testing. This issue will remain a central part of the ongoing discussions in the Academic Integrity subcommittee.

- h. **Excused Student Absence Policy:** CoTL remains active in support of the development of a clear policy on excused absences for major illnesses and related events that can impact student success. Currently, absences due to chronic illnesses, accidents, or other circumstances that may not be physically evident are handled in an ad hoc manner by faculty. In the vast majority of cases, that works well, but guidelines are sought to make treatment by instructors more uniform and fair to students. A policy is sought that may elevate treatment of these cases to be on par with the strength of policies regarding Resources for Disabled Students.
- i. **High DFW Rates:** The CoTL, in collaboration with a number of other groups on campus (PASS committee, CASA, student affairs, etc.) continue to work on means to address courses with consistently high DFW rates. Discussions continued throughout the year on a number of related issues, ranging from further steps on early course feedback (the wider application of U-Turn and related efforts) to discussions on curricular design, the challenges with large enrollment service courses (i.e., general chemistry), the infusion of High Impact Practices, and more. CoTL anticipates continued efforts in addressing this issue.
- j. **Ethics Colloquium Series (Provost's Office):** CoTL is represented on the planning committee for the newly developed Ethics Colloquium Series. The series sponsored/hosted (or will do so) eight events between January and June of 2016. They include:
 - i. The End of the University (February 17). Provost Rick Miranda and Matt Hickey, UDTS.
 - ii. Learning Analytics: Rusks, benefits, and ethical issues. (February 22). Discussants from CSU, Stanford, UT-Arlington, and The Open University (London), moderated by Anton Betten, CoTL Chair.
 - iii. Ethics in non-profit organizations (April 14). Michal Kmita, CSU Alum.
 - iv. Distributive Justice and Rawls Idea of a social minimum. (April 15). Professor Rex Martin, University of Kansas.
 - v. Diversity and Inclusion: People with Disabilities in Today's Business World. (April 21). Rose Kreston, RDS, Cynthia Tate, Department of Occupational Therapy, Marilee Boylan, Arc of Larimer County, and Joyce Shorthill, Columbine Health.
 - vi. Beyond Pain: Controlling Suffering in Laboratory Animals. (April 27). Dr. Bernard Rollin, University Distinguished Professor, University Bioethicist, CSU.

- vii. 2016 National Data Integrity Conference (co-sponsored by CSU, CU, and the Society of Quality Assurance). May 31-June 3rd.
- viii. Keeping the Pool Clean: Prevention and Management of Misconduct Related Retractions (sponsored by CSU and the DHHS Office of Research Integrity). July 20-22.
3. CoTL is represented on the selection committees for the Board of Governors Excellence in Undergraduate Teaching Award and the University Distinguished Teaching Scholar designation.
4. CoTL has been involved in the search for the VPUA.

Primary Goals for AY 2015-2016

1. Make progress on charge from Faculty Council regarding the Teaching Effectiveness Task Force Report and the development of a new student course survey.
2. Work with Faculty Council on discussing the possibility of revising faculty manual language to allow for non-tenure track faculty representation on the Committee on teaching and Learning as regular/voting member of the committee.
3. Continue progress on several high-priority ongoing initiatives (including excused student absence policy, academic integrity initiatives, collaborative work on translating the GAPS committee report into actionable steps, work on high DFW courses and high impact practices).

**Committee on University Programs
2015-2016 Annual Report**

CUP Committee Members:

Agricultural Sciences	Tanja Hess
Health and Human Sciences	Thorsten Rudroff
Business	Tian Wang
Engineering	Jeff Collett
Liberal Arts	Eric Prince (chair)
Natural Resources	Stu Cottrell
Natural Sciences	Anireddy Reddy
Veterinary Medicine and Biomedical Sciences	Richard Bessen
University Libraries	Amy Hoseth
Student Representative (Undergraduate)	Samuel Laffey
Student Representative (Graduate)	Alistair Cook
Office of the Vice President for Research (non-voting ex officio)	Hank Gardner, Associate Vice President for Research
Faculty Council Chair (non-voting ex officio)	Mary Stromberger

Ongoing review procedures and committee business have been conducted online by email and document exchange throughout the year.

A meeting of the committee was convened for October 27, 2015 to review progress and update members on issues as well as to assign Centers, Institutes, and Other Special Units for the biennial cycle review for members of the committee.

The Committee on University Programs is responsible for reviewing new CIOSU applications and for oversight of all registered Centers, Institutes, and Other Special Units (CIOSUs) on a biennial basis. Each Administrative Director of each CIOSU selected for biennial review submits a brief report of its activities and accomplishments. Copies of all biennial reports are kept in the Office of the Vice President for Research, who is responsible for maintaining the updated list of all CIOSUs.

New CIOSUs

The Committee on University Programs approved applications for the following CIOSUs :

The Center for the Analytics of Learning and Teaching (TILT- C-ALT) - Director, Dr. James Folkestad
 The Global Biodiversity Center (GBC) - Director, Dr. W. Chris Funk
 The CSU Early Childhood Center (CSU-ECC) - Director, Karen Rattenborg
 The Center for Meaning and Purpose (CM +P) - Director, Michael F. Steger

CIOUSUs Consolidated, Discontinued or Denied Approval

The following CIOUSUs are reported discontinued or consolidated:

CAS- SGC Center for Shortgrass Steppe Long Term Ecological Research
 CHHS-CHN Consortium for Human Nutrition
 CLA-CBRM Center for Biomedical Research in Music
 CLA-REI Regional Economic Institute
 CVMBS-CCIPM Center for Comparative and Integrative Pain Medicine

CHHS-NCVECS National Center for Vehicle Emissions Control and Safety
 (Merged with CHHS-IBE Institute for the Built Environment)

CAS Agricultural Sciences - Research Associate Dean: Jan Leach				
1	CAS_CMSQ		Continuation	Center for Meat Safety & Quality
2	CAS_WCIRM		Continuation	Western Center for Integrated Resource Management
COB College of Business- Research Associate Dean: Dan Ganster				
3	COB_BBI		Continuation	Beverage Business Institute
4	COB_CASE		Continuation	Center for Advancement of Sustainable Enterprise (CASE)
5	COB_CPDBR		Continuation	Center for Professional Development and Business Research
6	COB_EREC		Continuation	Everitt Real Estate Center (EREC)
COE College of Engineering- Research Associate Dean: Sonia Kreidenweis				
7	COE_CCC		Continuation	Colorado Climate Center
8	COE_CMMS		Continuation	Composite Materials Manufacture & Structures
9	COE_CHILL		Continuation	CSU Chill National Weather Radar Facility
10	COE_CIRA		Continuation	Cooperative Institute for Research in the Atmosphere
11	COE_EECL		Continuation	Engines and Energy Conversion Laboratory
12	COE_EUV		Continuation	EUV
13	COE_GEO		Continuation	Graduate Geo Environmental Room/Geo Technical Lab
14	COE_HHS_UWC		Continuation	Harold H. Short Civil Infrastructure Systems Laboratory
15	COE_HRL		Continuation	Hydraulic Research Lab
16	COE_ISWR		Continuation	International School of Water Resources
17	COE-REC		Continuation	Rural Energy Center
CHHS Health and Human Sciences - Research Associate Dean: Patti Davies				
18	CHHS_AMOM		Continuation	Avenir Museum of Design and Merchandising
19	CHHS_CFCT		Continuation	Center for Family and Couple Therapy
20	CHHS_CEP		Continuation	Center for Educator Preparation
21	CHHS_CFSPPD		Continuation	Center for Food Safety and the Prevention of Foodborne Disease at CSU
22	CHHS_Aging		Continuation	Center on Aging

23	CHHS_CHN		Continuation	Consortium for Human Nutrition
24	CHHS_HABIC		Continuation	Human Animal Bond in Colorado
25	CHHS_HPCRL		Continuation	Human Performance Clinical Research Lab.
26	CHHS_IBE		Continuation	Institute for the Built Environment
27	CHHS_SPI		Continuation	Scenario Planning Institute
CLA Liberal Arts - Research Associate Dean: Stephan Weiler				
28	CLA_CDRA		Continuation	Center for Disaster and Risk Analysis
29	CLA_PLHC		Continuation	Public Lands History Center
CNS Natural Sciences - Research Associate Dean: Jim Sites				
30	CNS_CMB		Continuation	Cell and Molecular Biology Graduate Program
31	CNS_MSN		Continuation	Materials Chemistry Program of Study
CVMBBS CVMBBS – Research Associate Dean: Sue VandeWoude				
32	CVMBBS_Argus		Continuation	Argus Institute
33	CVMBBS_CSUCCVR		Continuation	Colorado State University Center for Cardiovascular Research
34	CVMBBS_CCAS		Continuation	Center for Companion Animal Studies
35	CVMBBS_EC		Continuation	CSU Equine Center
36	CVMBBS_FACC		Continuation	Flint Animal Cancer Center
37	CVMBBS_HICAHS		Continuation	High Plains Intermountain Center for Agricultural Health and Safety
38	CVMBBS_MRL		Continuation	Mycobacterium Research Laboratories
WCNR Warner College of Natural Resources - Research Associate Dean: Mark Paschke				
39	WCNR_CCC		Continuation	Center for Collaborative Conservation
40	WCNR-Westfire		Continuation	Western Forest Fire Research Center
PROVOST Office of the Provost – RAD Rep: Tammi Vacha-Haase				
41	Provost_CASA		Continuation	Center for Advising and Student Achievement
42	Provost_CSAL		Continuation	Center for the Study of Academic Labor
43	Provost_CNEE		Continuation	Center for New Energy Economy
44	Provost_STEM		Continuation	CSU STEM Center
45	Provost_SSS		Continuation	Society of Senior Scholars
TILT The Institute for Learning and Teaching: Mark Brown				
46	TILT_CM		Continuation	CSU Center for Mindfulness

Dr. Eric Prince,
Chair: Committee on University Programs

5/17/2016

UNIVERSITY CURRICULUM COMMITTEE
ANNUAL REPORT FOR 2015-2016
(July 1, 2015 through May 6, 2016)

Members	Present	Substitute
Brad Goetz, Agricultural Sciences	28	1
Paul Mallette, Business	24	5
Brad Reisfeld, Engineering	29	0
Carole Makela, Health and Human Sciences, Chair	31	0
Mike Hogan, Liberal Arts	27	1
Sally Sutton, Natural Resources	31	0
Ed DeLosh, Natural Sciences	30	0
Howard Ramsdell, Veterinary Medicine and Biomedical Sciences	29	0
Beth Oehlerts, University Libraries	31	0
Alistair Cook, Graduate Representative (1/15/16–3/4/16)	2	0
Kevin Jablonski, Graduate representative (3/25/16–5/6/16)	5	1
Andy Schafer, Undergraduate Representative (8/21/16)	1	0
Tyler Siri, Undergraduate Representative (8/28/16–5/6/16)	27	0
Kathleen Pickering (ex officio), Vice Provost for Undergraduate Studies (8/21/16–12/11/15)	9	0
David Gilkey (ex officio), Interim Vice Provost for Undergraduate Studies (1/15/16–5/6/16)	10	0
Shelly Ellerby, Curriculum Liaison Specialist (1/29/16–5/6/16)	12	1

1) Transmitted to the Faculty Council as special action items

New Degrees

- Master of Finance, Plan C – Department of Finance and Real Estate (2/19/16)
- Ph.D. in Communication – Department of Communication Studies (3/25/16)
- Master of Science in Computer Engineering, Plan A and Plan B – Department of Electrical and Computer Engineering (4/29/16)
- Ph.D. in Computer Engineering – Department of Electrical and Computer Engineering (4/29/16)

2) Other major actions submitted to Faculty Council through the minutes

New Specializations

- Master of Engineering, Plan C, Computer Engineering Specialization – Department of Electrical and Computer Engineering (3/25/16)
- Master of Engineering, Plan C, Electrical Engineering Specialization – Department of Electrical and Computer Engineering (3/25/16)

New Concentrations

- Major in Business Administration, Financial Planning Concentration – Department of Finance and Real Estate (12/11/15)
- Major in Psychology, Clinical/Counseling Psychology Concentration – Department of Psychology (2/12/16)

New Graduate Certificates

- Power and Energy – Department of Electrical and Computer Engineering (8/21/15)
- Computer Systems Engineering – Department of Electrical and Computer Engineering (9/04/2015)
- Embedded Systems – Department of Electrical and Computer Engineering (9/04/2015)
- Campus Crisis Management – School of Education (9/04/2015)
- Student Affairs Administration – School of Education (9/04/2015)
- Student Affairs Management of Auxiliary Enterprises – School of Education (9/04/2015)
- Data Analysis – Department of Statistics (12/11/15)
- Systems Engineering Practice – College of Engineering (2/12/16)
- Conflict Resolution and Mediation – School of Social Work (2/12/16)
- Theory and Application of Regression Models – Department of Statistics (2/19/16)
- Nonprofit Administration – School of Social Work (3/25/16)
- Applied Global Stability: Agriculture – School of Global Environmental Sustainability (4/8/16)
- Applied Global Stability: Natural Resources – School of Global Environmental Sustainability (4/8/16)
- Applied Global Stability: Water Resources – School of Global Environmental Sustainability (4/8/16)
- Military and Veteran Culture – School of Social Work (4/15/16)
- French Linguistics and Literary Studies – Department of Languages, Literatures and Cultures (4/15/16)
- Spanish Linguistics and Literary Studies – Department of Languages, Literatures and Cultures (4/15/16)
- Gender, Power and Difference – Department of Ethnic Studies (4/29/16)

New Undergraduate Certificates

- Market Research and Data Analytics – Department of Marketing (11/6/15)
- Customer Experience Management – Department of Marketing (1/15/16)
- Marketing Communication and Branding – Department of Marketing (1/15/16)
- Strategic Marketing – Department of Marketing (1/15/16)
- Meat Science – Department of Animal Sciences (2/26/16)
- Animal Nutrition – Department of Animal Sciences (3/25/16)

Title Changes

- Undergraduate Certificate in Customer-Focused Selling to Undergraduate Certificate in Business-to-Business Selling – Department of Marketing (10/16/15)
- Master in Arts Leadership and Administration (MALA), Plan C to Master in Arts Leadership and Cultural Management (MALCM), Plan C – LEAP Institute for Arts (11/13/15)
- Major in Natural Resource Recreation and Tourism to Major in Natural Resource Tourism – Department of Human Dimensions of Natural Resources (1/22/16)
- Major in English, Writing Concentration to Major in English, Writing, Rhetoric and Literacy Concentration – Department of English (1/22/16)
- Major in Philosophy, Philosophy and Religion Concentration to Major in Philosophy, Global Philosophies and Religions Concentration – Department of Philosophy (1/22/16)
- Peace and Reconciliation Studies Graduate Interdisciplinary Studies Program changed to Sustainable Peace and Reconciliation Studies Graduate Interdisciplinary Studies Program, and moved from the Office of the Provost/Academic Vice President to the School of Global Environmental Sustainability (2/19/16)
- Interdisciplinary Minor in Peace and Reconciliation Studies to Interdisciplinary Minor in Role of Sustainability in Peace and Reconciliation, and moved from Office of International Programs to School of Global Environmental Sustainability (5/6/16)

Deactivated Programs

- Major in Civil Engineering, Soil and Water Resource Engineering Concentration (10/16/15)
 - Retained the Major in Civil Engineering – Department of Civil and Environmental Engineering

- Major in Civil Engineering, Civil Engineering Concentration (10/16/15)
 - Retained the Major in Civil Engineering – Department of Civil and Environmental Engineering
- Women's Study Graduate Interdisciplinary Studies Program – Office of the Provost/Academic Vice President (4/29/16)

Administrative Moves

- International Development Interdisciplinary Studies Program moved from Office of the Provost/Academic Vice President to the Office of International Programs (2/12/16)
- Interdisciplinary Minor in Sports Management moved from Department of Management to the Office of the Provost/Academic Vice President (2/19/16)

Division of Continuing Education Distance Degree Program Codes

- Master of Natural Resources Stewardship, Plan C, Ecological Restoration Specialization – Department of Forest & Rangeland Stewardship (2/26/16)
- Major in Horticulture, Horticultural Business Management Concentration – Online Degree Completion – Department of Horticulture & Landscape Architecture (4/22/16)
- Master of Business Administration – Amity University – College of Business (4/22/16)
- Master of Fish, Wildlife, and Conservation Biology, Plan C – Department of Fish, Wildlife, and Conservation Biology (4/22/16)

Subject Code Additions and Changes

- Add “MSE – Material Sciences” – Department of Chemistry (10/9/15)
- Change “RRM – Resort Management” to “HM – Hospitality Management” – Department of Food Science and Human Nutrition (1/29/16) – Implementation pending.
- Change “AHS – Applied Human Sciences” to “HHS – Health and Human Sciences” – College of Health and Human Sciences (2/19/16) – Implementation pending.

Other

- Professional Science Masters in Natural Sciences, Addiction Counseling Specialization – College of Natural Sciences (9/11/15) – This PSM will not be implemented as it did not receive approval from the PSM National Office.

3) Processed the following course actions

College	Experimental	New	Major	Minor	Drop	Total
Agricultural Sciences	6	14	2	6	2	30
Business	1	10	4	3	9	27
Engineering	16	15	15	16	1	63
Health and Human Sciences	2	26	32	3	13	76
Intra-university (Provost /Exec Vice President)	3	10	3	2	0	18
Liberal Arts	18	55	40	37	3	153
Warner College of Natural Resources	3	17	13	0	2	35
Natural Sciences	2	27	25	24	5	83
Veterinary Med. & Biomedical Sci.	2	16	4	2	0	24
Total	53	190	138	93	35	509

80

4) Processed the following program actions

College	New ¹	UG Certs	Grad Certs	Major Change	Drop	Name Change	Corrections	Total
Agricultural Sciences		2		3				5
Business	2	4		2		1		9
Engineering	5		4	7	2		1	19
Health and Human Sciences			6	13				19
Intra-university (Provost /Exec Vice President)			3	13	1			17
Liberal Arts	1		4	33				38
Warner Natural Resources				9			1	10
Natural Sciences	2		2	18				22
Veterinary Medicine and Biomedical Sciences				4				4
Total	10	6	19	102	3	1	2	143

¹ Includes new degrees, specializations, and concentrations.

5) Implemented electronic curriculum and catalog software

UCC worked with the Registrar's office personnel, Leepfrog (vendor), and the Provost's Office to implement CIM (Course Inventory Management) transitioning from a paper course and curriculum system to a fully electronic system. This involved form and process development with input from multiple campus stakeholders, testing, training for end-users and approvers, and utilization by the campus community. In addition, the CAT system (CourseLeaf Catalog) was implemented allowing course and program actions to be integrated into the new online edition of the General Catalog.

UNIVERSITY BENEFITS COMMITTEE
Annual Report - for August 1, 2015 to – May 31, 2016

TO: Lynn Johnson, Vice President of University Operations
 Diana Prieto, Executive Director Human Resource Services
 Mary Stromberger, Chair Faculty Council
 Katie Brayden, Chair APC

From UBC Members:

Administrative Professionals:

- Jennifer Bissell – (Vice - Chair), Registrar's Office
- Lynn Borngrebe – Office of International Programs
- Allison Dineen – College of Business, Office of the Dean
- Scott Woods – CSU Online

Faculty:

- Patricia Stutz-Tanenbaum – Department of Occupational Therapy
- Kelly McArthur – Department of Mathematics
- Yongli Zhou (Secretary) – Libraries
- Hong Miao – College of Business

Retiree:

- Oren Anderson – Emeritus Professor and Emeritus Chair, Department of Chemistry

Meetings were held on the 2nd Thursday of the month.

2015-2016 Substantive Matters

1. Committee Organization and Structure
 - a. Initial elected chair was unable to assume chair responsibilities at the start of the academic year due to job offer outside of the United States
 - b. New elected chair resigned in spring semester of academic year (Faculty replaced chosen representative, but new member unable to attend final 3 meetings)
 - c. Finalizing process for AP nominations for UBC. Goal is to do campus-wide search for UBC voting member since we now have a non-voting member from the APC employment committee attending meetings to report to UBC and back to APC.
 - d. Web site is live and was show-cased during the annual Benefits Fair in November.
 - e. Agreed to report directly to Human Resources Director instead of VP of Operations.
2. Academic Privileges
 - a. Aware of CPC and APC agenda for investigating expansion of the Academic Privileges to help with trade education. Awaiting final outcome of their investigations.
3. Group Insurance
 - a. Introduction of HDHP medical insurance plan was completed by HR per the recommendation of the UBC. Approximately 10% of the staff took advantage of this plan which is considered favorable results. It is our understanding that this plan will be available to staff for the next year based upon the response.

- b. Planned to work with CSU Health Network to become in-network providers for Anthem and United Health Care so that employee's children who are covered under those plans would be in-network. CSU Health Network has successfully become in network for those providers and is pursuing becoming in network for optometry plans next. The CSU Health Network is not in network for any Dental coverage at this time.
- 4. Leave
 - a. No work done however still on long list to consider a Compassion Leave Bank
- 5. Retirement

January - "The University Benefits Committee was recently informed that the administration is considering postponing or eliminating the final 1% increase of the university's DCP contribution, which was previously agreed upon to make the current CSU retirement offering to faculty and administrative professionals more competitive with that at peer institutions. Failure to meet this commitment will have permanent negative consequences for the retirement accounts of future DCP retirees as well as for the university's position on benefits within its peer group. The UBC therefore recommends that this 1% increase be implemented on schedule."

Outcome is that the increase will be 1/2 % over the next 2 years instead of another 1% increase next.

October - "UBC recommends that the indexing of the CSU PERA medical subsidy be maintained, so that the long-standing precedent to the PERA retirees continue to be honored. In addition, we recommend that the DCP medical subsidy be equalized to the PERA subsidy in the future, in the sense that both medical subsidies be pegged to the same standard (currently, the green plan offered to current employees)."
- 6. Living Wage Proposal
 - a. The UBC has been asked to provide input on the Living Wage Proposal. The UBC chair has been involved in the discussions and will continue to be involved, bringing information back to the committee and requesting input. An area of concern is if wages are increased will there need to be plans implemented to offset other benefits costs for employees who may experience the "Cliff Effect" due to salary changes.

2016-2017 Agenda Items

1. Creating a sub-committee to review and provide recommendations related to medical benefit for DCP employees who retire be age 65. Goal would be to have any recommendations that could impact budget presented by December 31 for the next fiscal year.
2. Determine if campus climate survey going out and if our committee can add some questions about employee benefits.
3. Creating training plan and materials for new UBC committee members
4. Leave
 - a. The current leave payout policy
 - b. New federal laws on Comp Time and Overtime

- c. Create a sub-committee to review leave policies and consider a Compassion Leave Bank system

Exiting Committee:

- Torsten Eckstein (chair) replaced by Patricia Stutz-Tanenbaum
- Jean Opsomer (chair) replaced by Hong Miao
- Yongli Zhou (completed 2 consecutive terms)
- Scott Woods (completed 1 term)
- Kelly McArthur (per recommendation of her Department as on extended leave)

Joining Committee:

- Kim Henry
- APC – TBD
- Faculty - TBD

2016-2017 Officers:

Jennifer Bissell – Chair
Lynn Borngrebe – Vice Chair
Secretary - TBD

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MEMORANDUM

DATE: September 6, 2016

TO: Faculty Council Voting Members

FROM: Mary Stromberger, Chair, Faculty Council

SUBJECT: Confirmation of the Appointment of Faculty Council Secretary – Rita Knoll

Mary Stromberger, Chair, Faculty Council, MOVES THAT FACULTY COUNCIL CONFIRM THE APPOINTMENT OF RITA KNOLL AS THE FACULTY COUNCIL SECRETARY BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017.

Rationale:

According to the *Academic Faculty and Administrative Professional Manual*, Section C.2.1.3.4 Appointed Positions, the Faculty Council secretary's appointment is to be confirmed by the Faculty Council at the first meeting of each Fall semester.

JS

MEMORANDUM

DATE: September 6, 2016

TO: Faculty Council Voting Members

FROM: Mary Stromberger, Chair, Faculty Council

SUBJECT: Confirmation of the Appointment of Faculty Council Parliamentarian –
Lola Fehr

Mary Stromberger, Chair, Faculty Council, MOVES THAT FACULTY COUNCIL
CONFIRM THE APPOINTMENT OF LOLA FEHR AS THE FACULTY COUNCIL
PARLIAMENTARIAN BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017.

Rationale:

According to the *Academic Faculty and Administrative Professional Manual*, Section
C.2.1.3.4 Appointed Positions, the Faculty Council parliamentarian's appointment is
to be confirmed by the Faculty Council at the first meeting of each Fall semester.

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MEMO

TO: Mary Stromberger, Chair, Faculty Council
FROM: Don Samelson, Chair, Committee on Scholarship, Research and Graduate Education
DATE: May 5, 2016
RE: Revisions to the *Graduate and Professional Bulletin* – Continuous Registration

THE COMMITTEE ON SCHOLARSHIP, RESEARCH AND GRADUATE EDUCATION MOVE THAT FACULTY COUNCIL ADOPT THE REVISIONS TO SECTION: "CONTINUOUS REGISTRATION" OF THE *GRADUATE AND PROFESSIONAL BULLETIN* TO BE EFFECTIVE UPON FACULTY COUNCIL ADOPTION FALL 2017 AS FOLLOWS:

ADDITIONS - UNDERLINED - DELETIONS ~~OVERSCORE~~

Continuous Registration

All students admitted to a graduate program at CSU are required to be continuously registered in the fall and spring semester throughout their degree programs. This policy applies from the time of first enrollment through the graduation term. Students may fulfill this requirement by registering for any graduate credit-bearing course (regular or non-regular). As an alternative, students may opt for a Continuous Registration (CR) status. Registration for CR status is accomplished in the same way as registration for courses. Section ID numbers appear in the class schedule under the CR ~~prefix~~ subject code. Students registering for CR will be assessed a fee for each semester of CR registration. Students who register for CR on or after the first day of the term will be charged a Late Registration Fee. Students graduating in summer any term are required to be registered for at least one credit or CR. See the Graduate Enrollment Requirement. Students must be either enrolled for at least one credit or must register for CR during the term (fall, spring, summer) they complete their degree requirements.

Students enrolled in CR have access to library services and campus computing services; they pay a mandatory University Technology Fee. CR students may also choose to purchase CSU student health insurance and/or access the CSU Health Network for a fee.

The maximum number of CR semesters a student may enroll in during his/her degree program is ten (10). When a student is in her/his first (1st), fourth (4th) and eighth (8th) semesters of CR, the student's advisory committee is required to review the student's progress and intentions related to degree completion, with input from the student. Upon completion of the review, a report that provides a student plan which includes academic expectations and an accompanying timeline for satisfactory progress for the degree will be forwarded to the department head/chair and student. A registration hold will be placed on a student with more than 10 semesters of CR unless the student's department

head has submitted the student's progression plan and a petition to the Dean of Graduate School to extend the number of CR semesters to a specific number beyond 10.

Students may register for CR for the following reasons:

- 1) They do not require the use of University resources (other than those listed above), but are actively working on their degree requirements. Students who are utilizing CSU facilities to conduct their research must not enroll in CR; instead, they must enroll in the appropriate number of research, thesis or dissertation credits. See Curricular Policies and Procedures Handbook, Appendix D, for information regarding faculty contact time needed to generate credit hours: <http://curriculum.colostate.edu> , or
- 2) They will not be working on their degree requirements, but will be leaving the University for professional or personal reasons (e.g., mission service, medical or parental leave, work) or an official assignment for CSU.

Subject to the established time limits for the earning of graduate degrees and the various academic requirements, CR registrants need not apply for readmission should they wish to take additional graduate courses. Such students are ensured a place in their graduate programs as long as they remain in good academic standing. However, students who do not register will need to apply for readmission for their next semester of enrollment.

The availability of the CR option shall not supersede any other registration requirements to which students may be subject at the University, Department, or Program level. For example, the credit bearing registration requirement for graduate assistantships applies to all students appointed to these positions. ~~a student's advisory committee may require additional course work. Similarly, some units departments may require adopt more stringent credit bearing registration CR policies than that expressed here. until the degree is completed. The credit registration requirement for graduate assistantships applies to all students appointed to these positions.~~

Rationale:

This policy

1. Provides clarity regarding when and how CR should be used.
2. Specifically labels how CR can be used from academic and non-academic perspectives.
3. Supports student success. It will benefit graduate students by requiring a structured plan that provides faculty advising and monitoring components that have been developed to assist the student to make progress toward degree completion.
4. Assists faculty in managing their advisees.
5. Assists students to stay on track.

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May 9, 2016

TO: Mary Stromberger, Chair
Executive Committee and Faculty Council

FROM: Carole Makela, Chair
University Curriculum Committee

SUBJECT: New Degree: PhD in Computer Engineering

The University Curriculum Committee moves Faculty Council adopt the following:

A new PhD in Computer Engineering be established effective Spring 2017
in the Department of Electrical and Computer Engineering, College of Engineering.

According to the request submitted:

Description:

The Ph.D. program will create the next generation of leaders in the thriving field of computer engineering. Under the tutelage of renowned computer engineering faculty, our Ph.D. students will dive deeper into the discipline, produce important contributions, and drive future advancements through original research. Going a step further than the master's program, Ph.D. graduates will be able to design a research project that tests a defined hypothesis. In contrast to M.S. thesis students who frequently will develop new applications for existing knowledge, Ph.D. students must create fundamentally new content, which has not previously existed, adding to the body of knowledge in their field. They will have the experience and skillset to develop new tools and methods to achieve higher performance in computer systems and components, while optimizing the design process.

Rationale:

With heavy demand from current and prospective students for graduate level computer engineering coursework, combined with a substantiated need for computer engineers, we believe there is a ripe opportunity to contribute to the long-term goals of the university, address an important societal need, and help fill a growing gap in the global workforce. In addition, most ECE departments offer graduate degrees in both electrical engineering and computer engineering. We believe it is a natural and logical progression for our department to offer a Ph. D. degree in computer engineering – a vital move for remaining competitive among our academic peers.

Even more compelling is the demand for computer engineering coursework among prospective graduate students. Each year, hundreds of students around the world apply to our graduate program. As part of our pre-screening, we ask applicants to indicate their primary area of interest within electrical engineering. Last year, 373 applicants specified computer engineering as their choice. Of the 165 computer engineering applicants who met our rigorous requirements, 34 computer engineering applicants were accepted. Without a graduate degree program in computer

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engineering, we believe we are losing talented students to other universities, as students who are searching for a more computer engineering-focused degree are unlikely to select Colorado State.

According to the most recent NACE Job Outlook Report in 2014, computer engineering graduates are among the most highly sought after new employees. Computer engineering was the number one degree in demand by employers at the doctoral level.

Currently, the University of Denver (DU) is the only institution in Colorado with an advanced degree program in computer engineering. DU offers a master's degree, but they do not offer a Ph.D. specifically in computer engineering. We see great value in providing a path to a Ph.D in computer engineering at Colorado State University.

The request was reviewed and approved by the Committee on Scholarship, Research and Graduate Education on 3/3/16 and by the University Curriculum Committee on April 29, 2016.

Attachement



Colorado State University

PROGRAM CHANGE REQUEST

NEW PROGRAM PROPOSAL

Date Submitted: 11/25/15 1:09 pm

VIEWING: **PH.D. IN COMPUTER ENGINEERING**

LAST EDIT: 04/26/16 5:39 PM

Changes proposed by: 830524521

APPROVAL PATH

1. 11/25/15 1:14 pm, Courtney Johnsrud (courtj): Approved for 1373 Administrative Support
2. 02/01/16 8:21 am, L. Darrell Whitley (whitley): Approved for 1873 Chair
3. 02/01/16 8:22 am, Courtney Johnsrud (courtj): Approved for 1373 Chair
4. 02/03/16 3:19 pm, Bradley Reisfeld (Brad.Reisfeld): Rollback to 1373 Chair for EG Curriculum Committee Chair
5. 02/03/16 3:42 pm, Courtney Johnsrud (courtj): Approved for 1373 Chair
6. 02/03/16 4:19 pm, Bradley Reisfeld (Brad.Reisfeld): Approved for EG Curriculum Committee Chair
7. 02/05/16 12:08 pm, Anthony Marchese (anthony.marchese): Approved for EG Dean
8. 02/15/16 8:12 am, Kathy Duquoin (Kathy.Duquoin): Approved for Phase I Completion Check
9. 02/22/16 8:11 am, Carrie Middleton (carrie.middleton): Approved for CoSRGE prep
10. 03/03/16 2:32 pm, Donald Samelson (Donald.Samelson): Approved for CoSRGE Chair
11. 03/04/16 8:29 am, Carrie Middleton (carrie.middleton): Approved for RO Banner - prep
12. 05/02/16 11:18 am, Kathy Duquoin (Kathy.Duquoin): Approved for Provost
13. 05/02/16 7:49 pm, Shelly Ellerby (shelly.ellerby): Approved for UCC Secretary
14. University Curriculum Committee Chair - pending
15. Curriculum Liaison Specialist - hold for FC approval
16. RO Banner - approved
17. Program Code
18. CIP Code
19. Provost - Board of Governors
20. Provost - CCHE
21. HOLD for Future Catalog

Proposal Contact(s)

Name	Title	Phone	E-mail
Courtney Johnsrud	Staff	9704916706	courtj@colostate.edu
Tony Maciejewski	Tenure Track Faculty	9704916600	aam@colostate.edu

Program available to students: Spring 2017

College: Engineering

Department/Unit: 1373 - Electrical and Computer Engineering

Academic Level: Graduate

Program Type: Degree

Degree Type: PHD - Doctor of Philosophy

Program Title: Ph.D. in Computer Engineering

Program Description

The Ph.D. program will create the next generation of leaders in the thriving field of computer engineering. Under the tutelage of renowned computer engineering faculty, our Ph.D. students will dive deeper into the discipline, produce important contributions, and drive future advancements through original research. Going a step further than the master's program, Ph.D. graduates will be able to design a research project that tests a defined hypothesis. In contrast to M.S. thesis students which frequently will develop new applications for existing knowledge, Ph.D. students must create fundamentally new content which has never previously existed, adding to the body of knowledge in their field. They will have the experience and skillset to develop new tools and methods to achieve higher performance in computer systems and components, while optimizing the design process.

Program Catalog Copy

The Ph.D. program will create the next generation of leaders in the thriving field of computer engineering with a focus on hardware and software for a wide-range of applications, such as mobile and cloud computing, big data, medical devices, aerospace, and smart-grid systems. Students interested in graduate work should refer to CSU's Graduate and Professional Bulletin and the website for the Electrical and Computer Engineering Department.

Part of state-wide agreement: No

Offered as: Main Campus Face-to-Face

Justification for Request

With heavy demand from current and prospective students for graduate level computer engineering coursework, combined with a substantiated need for computer engineers in the field, we believe there is a ripe opportunity to contribute to the long-term goals of the university, address an important societal need, and help fill a growing gap in the global workforce. In addition, most ECE departments offer graduate degrees in both electrical engineering and computer engineering. We believe it is a natural and logical progression for our department to also offer a Ph. D. degree in computer engineering – a vital move for remaining competitive among our academic peers.

Even more compelling is the demand for computer engineering coursework among prospective graduate students. Each year, hundreds of students around the world apply to our graduate program. As part of our pre-screening process, we ask applicants to indicate their primary area of interest within electrical engineering. Last year alone, 373 applicants specified computer engineering as their field of choice. Of the 165 computer engineering applicants who met our rigorous requirements and were accepted into our program, only 34 computer engineering applicants were accepted. Without a graduate degree program in computer engineering, we believe we are losing talented students to other universities, as applicants who are searching for a more computer engineering-focused degree are unlikely to select Colorado State.

According to the most recent NACE Job Outlook Report in 2014, computer engineering graduates are among the most highly sought after new employees. Computer engineering was the number one degree in demand by employers at the doctoral level.

Currently, the University of Denver (DU) is the only institution in Colorado with an advanced degree program in computer engineering. DU offers a master's degree, but they do not offer a Ph.D. specifically in computer engineering. We see great value in providing a path to a Ph.D in computer engineering at Colorado State University.

Program Level Learning Objectives

1. Identify, formulate, and solve advanced engineering problems using fundamental computer engineering principles, methodologies, and tools
2. Apply in-depth knowledge and creativity in a variety of contexts to achieve a significant technical objective
3. Demonstrate professional behavior and understand the ethical, economic, environmental, and societal impacts of their work
4. Sustain a process of life-long learning
5. Demonstrate effective oral and written communication to convey technical concepts to both engineers and non-engineers
6. Be leaders in their respective field of research
7. Dive deeper into the discipline, produce important contributions, and drive future advancements through original research
8. Gain experience and skillsets needed to develop new tools and methods to achieve higher performance in computer systems and components, while optimizing the design process
9. Create fundamentally new content which has never previously existed, adding to the body of knowledge in their field through peer-reviewed, high-impact publications.

Program Requirements

Code	Title	Credits
M.S. EARNED		
M.S. Degree		30
Regular Courses ¹		18
<u>ECE 799</u>	Dissertation	<u>24</u>
Program Total Credits		72

- ¹ Courses not accepted as regular include all courses ending in the range -82 through -99. Students who have two or more papers accepted for publication in peer-reviewed journals or peer review conference proceedings may petition their Graduate Committee to approve an "Independent Study" (ECE795) course to replace three of the required 18 credits of formal course work.

Code	Title	Credits
NO M.S. EARNED		
Regular Courses ^{1,2}		39
<u>ECE 799</u>	Dissertation ³	33
Program Total Credits		72

- ¹ Courses not accepted as regular include all courses ending in the range -82 through -99. Students who have two or more papers accepted for publication in peer-reviewed journals or peer review conference proceedings may petition their Graduate Committee to approve an "Independent Study" (ECE795) course to replace three of the required 18 credits of formal course work.
- ² A maximum of 6 credits of 400-level undergraduate courses can be used toward the degree. Up to 8 credits at the 400-level are permitted when at least one course is a 4 credit course. Remaining credits must be in 500-level or higher courses.
- ³ Students may take a combination of ECE699/ECE799.

Additional Information

As with the Electrical Engineering M.S. and Ph.D. degrees, in the Computer Engineering degrees there will be no core course(s) that all students are required to take. Given the breadth of content, and the ability to specialize even within a focus area, students are provided with a range of courses they can take to satisfy their degree requirements, while simultaneously ensuring they are receiving the specialized/individualized course set they desire.

10/12/15 - COSPF review/approval of Phase 1 proposals

11/18/15 - Council of Deans/UCC Chair review and approval of Phase 1 proposal, and review of Phase 2 proposal

11/18/15 - Provost invitation for Phase 2 proposal

Affected Departments

Department Name(s)

1873 - Computer Science

Attach File(s) [Support-DW.pdf](#)

Attach File(s) [Computer Engineering Phase 1 Combined rev 1-5-16.docx](#)

Attach File(s) [Computer Engineering Phase 2 Combined rev 1-5-16.docx](#)

Attach File(s) [New Program proposal budget COMBINED 1-5-16.xlsx](#)

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May 9, 2016

TO: Mary Stromberger, Chair
Executive Committee and Faculty Council

FROM: Carole Makela, Chair
University Curriculum Committee

SUBJECT: New Degree: MS in Computer Engineering, Plan A and Plan B

The University Curriculum Committee moves Faculty Council adopt the following:

A new MS in Computer Engineering, Plan A and Plan B be established effective Spring 2017 in the Department of Electrical and Computer Engineering, College of Engineering.

According to the request submitted:

Description:

The Master of Science Degree in Computer Engineering will produce professionals capable of applying in-depth knowledge, creativity, and research experience to analyze, design, develop, and improve computer systems in technically demanding careers. All master's students will gain new knowledge through advanced level coursework that prepares them to achieve significant technical objectives in a variety of contexts. Students will focus on hardware and software for a wide-range of applications, such as mobile and cloud computing, big data, medical devices, aerospace, and smart-grid systems.

Rationale:

With heavy demand from current and prospective students for graduate level computer engineering coursework, combined with a substantiated need for computer engineers, we believe there is a ripe opportunity to contribute to the long-term goals of the university, address an important societal need, and help fill a growing gap in the global workforce. In addition, most ECE departments offer graduate degrees in both electrical engineering and computer engineering. We believe it is a natural and logical progression for our department to also a master's degrees in computer engineering – a vital move for remaining competitive among our academic peers.

Even more compelling is the demand for computer engineering coursework among prospective graduate students. Each year, hundreds of students around the world apply to our graduate program. As part of our pre-screening process, we ask applicants to indicate their primary area of interest within electrical engineering. Last year, 373 applicants specified computer engineering as their field of choice. Of the 165 engineering applicants who met our rigorous requirements and were accepted into our program, only 34 computer engineering applicants were accepted. Without a graduate degree program in computer engineering, we believe we are losing talented students to

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other universities, as applicants who are searching for a computer engineering-focused degree are unlikely to select Colorado State.

According to the most recent NACE Job Outlook Report in 2014, computer engineering graduates are among the most highly sought after new employees. Computer engineering was ranked in the top five at the master's level.

Currently, the University of Denver (DU) is the only institution in Colorado with an advanced degree program in computer engineering. DU offers a master's degree however the program is extremely small, producing only one computer engineering M.S. graduate in the last three years. We see great value in providing a path to advanced degrees in computer engineering at Colorado State University.

The request was reviewed and approved by the Committee on Scholarship, Research and Graduate Education on 3/3/16 and by the University Curriculum Committee on April 29, 2016.

Attachement

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Colorado State University

PROGRAM CHANGE REQUEST

NEW PROGRAM PROPOSAL

Date Submitted: 11/25/15 1:10 pm

VIEWING: MASTER OF SCIENCE IN COMPUTER ENGINEERING, PLAN A

LAST EDIT: 04/26/16 5:38 PM

Changes proposed by: 830524521

APPROVAL PATH

1. 11/25/15 1:15 pm, Courtney Johnsrud (courtj): Approved for 1373 Administrative Support
2. 02/01/16 8:22 am, L. Darrell Whitley (whitley): Approved for 1873 Chair
3. 02/01/16 8:22 am, Courtney Johnsrud (courtj): Approved for 1373 Chair
4. 02/03/16 3:16 pm, Bradley Reisfeld (Brad.Reisfeld): Rollback to 1373 Chair for EG Curriculum Committee Chair
5. 02/03/16 3:42 pm, Courtney Johnsrud (courtj): Approved for 1373 Chair
6. 02/03/16 4:18 pm, Bradley Reisfeld (Brad.Reisfeld): Approved for EG Curriculum Committee Chair
7. 02/05/16 12:08 pm, Anthony Marchese (anthony.marchese): Approved for EG Dean
8. 02/15/16 8:10 am, Kathy Duquoin (Kathy.Duquoin): Approved for Phase I Completion Check
9. 02/22/16 7:47 am, Carrie Middleton (carrie.middleton): Approved for CoSRGE prep
10. 03/03/16 2:32 pm, Donald Samelson (Donald.Samelson): Approved for CoSRGE Chair
11. 03/04/16 8:28 am, Carrie Middleton (carrie.middleton): Approved for RO Banner - prep
12. 05/02/16 11:18 am, Kathy Duquoin (Kathy.Duquoin): Approved for Provost
13. 05/02/16 7:49 pm, Shelly Ellerby (shelly.ellerby): Approved for UCC Secretary
14. University Curriculum Committee Chair - pending
15. Curriculum Liaison Specialist - hold for FC approval
16. RO Banner - approved
17. Program Code
18. CIP Code
19. Provost - Board of Governors
20. Provost - CCHE
21. HOLD for Future Catalog

Proposal Contact(s)

Name	Title	Phone	E-mail
Courtney Johnsrud	Staff	9704916706	courtj@colostate.edu
Tony Maciejewski	Tenure Track Faculty	9704916600	aam@colostate.edu

Program available to students: Spring 2017

College: Engineering

Department/Unit: 1373 - Electrical and Computer Engineering

Academic Level: Graduate

Program Type: Degree

Degree Type: MS - Master of Science

Program Title: Master of Science in Computer Engineering, Plan A

Program Description

The Master of Science Degree in Computer Engineering will produce professionals capable of applying in-depth knowledge, creativity, and research experience to analyze, design, develop, and improve computer systems in technically demanding careers. All master's students will gain new knowledge through advanced level coursework that prepares them to achieve significant technical objectives in a variety of contexts. Students will focus on hardware and software for a wide-range of applications, such as mobile and cloud computing, big data, medical devices, aerospace, and smart-grid systems. Students pursuing the M.S. Plan A degree in computer engineering will conduct research under the supervision of a faculty advisor culminating in a thesis.

Program Catalog Copy

The Master of Science Degree in Computer Engineering will produce professionals capable of applying in-depth knowledge, creativity, and research experience to analyze, design, develop, and improve computer systems in technically demanding careers. Students pursuing the M.S. Plan A degree in computer engineering will complete a research-orientated plan of study involving a thesis and coursework. Students interested in graduate work should refer to CSU's Graduate and Professional Bulletin and the website for the Electrical and Computer Engineering Department.

Part of state-wide agreement: No

Offered as: Main Campus Face-to-Face

Justification for Request

With heavy demand from current and prospective students for graduate level computer engineering coursework, combined with a substantiated need for computer engineers in the field, we believe there is a ripe opportunity to contribute to the long-term goals of the university, address an important societal need, and help fill a growing gap in the global workforce. In addition, most ECE departments offer graduate degrees in both electrical engineering and computer engineering. We believe it is a natural and logical progression for our department to also offer Ph. D. and master's degrees in computer engineering – a vital move for remaining competitive among our academic peers.

Even more compelling is the demand for computer engineering coursework among prospective graduate students. Each year, hundreds of students around the world apply to our graduate program. As part of our pre-screening process, we ask applicants to indicate their primary area of interest within electrical engineering. Last year alone, 373 applicants specified computer engineering as their field of choice. Of the 165 computer engineering applicants who met our rigorous requirements and were accepted into our program, only 34 computer engineering applicants were accepted. Without a graduate degree program in computer engineering, we believe we are losing talented students to other universities, as applicants who are searching for a more computer engineering-focused degree are unlikely to select Colorado State.

According to the most recent NACE Job Outlook Report in 2014, computer engineering graduates are among the most highly sought after new employees. Computer engineering was ranked in the top five at the master's level.

Currently, the University of Denver (DU) is the only institution in Colorado with an advanced degree program in computer engineering. DU offers a master's degree however the program is extremely small, producing only one computer engineering M.S. graduate in the last three years. We see great value in providing a path to advanced degrees in computer engineering at Colorado State University.

Program Level Learning Objectives

1. Identify, formulate, and solve advanced engineering problems using fundamental computer engineering principles, methodologies, and tools
2. Apply in-depth knowledge and creativity in a variety of contexts to achieve a significant technical objective
3. Demonstrate professional behavior and understand the ethical, economic, environmental, and societal impacts of their work
4. Sustain a process of life-long learning
5. Demonstrate effective oral and written communication to convey technical concepts to both engineers and non-engineers

Program Requirements

Regular Courses ^{1,2}		21
<u>ECE 699</u>	Thesis	9
Program Total Credits		30

¹ Select courses with approval of advisor and graduate committee. Courses not accepted as regular include all courses ending in the range -82 through -99.

² A maximum of 6 credits of 400-level undergraduate courses can be used toward the degree. Up to 8 credits at the 400-level are permitted when at least one course is a 4 credit course. Remaining credits must be in 500-level or higher courses.

Additional Information

As with the Electrical Engineering M.S. and Ph.D. degrees, in the Computer Engineering degrees there will be no core course(s) that all students are required to take. Given the breadth of content, and the ability to specialize even within a focus area, students are provided with a range of courses they can take to satisfy their degree requirements, while simultaneously ensuring they are receiving the specialized/individualized course set they desire.

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10/12/15 - COSPF review/approval of Phase 1 proposals

11/18/15 - Council of Deans/UCC Chair review and approval of Phase 1 proposal, and review of Phase 2 proposal

11/18/15 - Provost invitation for Phase 2 proposal

Affected Departments

Department Name(s)

1873 - Computer Science

Attach File(s) Support-DW.pdf

Attach File(s) Computer Engineering Phase 1 Combined rev 1-5-16.docx

Attach File(s) Computer Engineering Phase 2 Combined rev 1-5-16.docx

Attach File(s) New Program proposal budget COMBINED 1-5-16.xlsx



Colorado State University

PROGRAM CHANGE REQUEST

NEW PROGRAM PROPOSAL

Date Submitted: 11/25/15 1:09 pm

VIEWING: MASTER OF SCIENCE IN COMPUTER ENGINEERING, PLAN B

LAST EDIT: 04/27/16 9:23 AM

Changes proposed by: 830524521

APPROVAL PATH

1. 11/25/15 1:16 pm, Courtney Johnsrud (courtj): Approved for 1373 Administrative Support
2. 02/01/16 8:22 am, L. Darrell Whitley (whitley): Approved for 1873 Chair
3. 02/01/16 8:22 am, Courtney Johnsrud (courtj): Approved for 1373 Chair
4. 02/03/16 3:15 pm, Bradley Reisfeld (Brad.Reisfeld): Rollback to 1373 Chair for EG Curriculum Committee Chair
5. 02/03/16 3:42 pm, Courtney Johnsrud (courtj): Approved for 1373 Chair
6. 02/03/16 4:18 pm, Bradley Reisfeld (Brad.Reisfeld): Approved for EG Curriculum Committee Chair
7. 02/05/16 12:08 pm, Anthony Marchese (anthony.marchese): Approved for EG Dean
8. 02/15/16 8:12 am, Kathy Duquoin (Kathy.Duquoin): Approved for Phase I Completion Check
9. 02/22/16 11:23 am, Carrie Middleton (carrie.middleton): Approved for CoSRGE prep
10. 03/03/16 2:32 pm, Donald Samelson (Donald.Samelson): Approved for CoSRGE Chair
11. 03/04/16 8:28 am, Carrie Middleton (carrie.middleton): Approved for RO Banner - prep
12. 05/02/16 11:18 am, Kathy Duquoin (Kathy.Duquoin): Approved for Provost
13. 05/02/16 7:49 pm, Shelly Ellerby (shelly.ellerby): Approved for UCC Secretary
14. University Curriculum Committee Chair - pending
15. Curriculum Liaison Specialist - hold for FC approval
16. RO Banner - approved
17. Program Code
18. CIP Code
19. Provost - Board of Governors
20. Provost - CCHE
21. HOLD for Future Catalog

Proposal Contact(s)

Name	Title	Phone	E-mail
Courtney Johnsrud	Staff	9704916706	courtj@colostate.edu
Tony Maciejewski	Tenure Track Faculty	9704916600	aam@colostate.edu

Program available to students: Spring 2017

College: Engineering

Department/Unit: 1373 - Electrical and Computer Engineering

Academic Level: Graduate

Program Type: Degree

Degree Type: MS - Master of Science

Program Title: Master of Science in Computer Engineering, Plan B

Program Description

The Master of Science Degree in Computer Engineering will produce professionals capable of applying in-depth knowledge and creativity to analyze, design, develop, and improve computer systems in technically demanding careers. All master's students will gain new knowledge through advanced level coursework that prepares them to achieve significant technical objectives in a variety of contexts. Students will focus on hardware and software for a wide-range of applications, such as mobile and cloud computing, big data, medical devices, aerospace, and smart-grid systems.

Program Catalog Copy

The Master of Science Degree in Computer Engineering will produce professionals capable of applying in-depth knowledge and creativity to analyze, design, develop, and improve computer systems in technically demanding careers. Students interested in graduate work should refer to CSU's Graduate and Professional Bulletin and the website for the Electrical and Computer Engineering Department.
Part of state-wide agreement

Offered as: Main Campus Face-to-Face and Online
Remote Campus Face-to-Face and Online/DCE

Justification for Request

With heavy demand from current and prospective students for graduate level computer engineering coursework, combined with a substantiated need for computer engineers in the field, we believe there is a ripe opportunity to contribute to the long-term goals of the university, address an important societal need, and help fill a growing gap in the global workforce. In addition, most university ECE departments offer graduate degrees in both electrical engineering and computer engineering. We believe it is a natural and logical progression for our department to also offer the Master of Science degree in computer engineering – a vital move for remaining competitive among our academic peers.

Even more compelling is the demand for computer engineering coursework among prospective graduate students. Each year, hundreds of students around the world apply to our graduate program. As part of our pre-screening process, we ask applicants to indicate their primary area of interest within electrical engineering. Last year alone, 373 applicants specified computer engineering as their field of choice. Of the 165 computer engineering applicants who met our rigorous requirements and were accepted into our program, only 34

computer engineering applicants were accepted. Without a graduate degree program in computer engineering, we believe we are losing talented students to other universities, as applicants who are searching for a more computer engineering-focused degree are unlikely to select Colorado State.

According to the most recent NACE Job Outlook Report in 2014, computer engineering graduates are among the most highly sought after new employees. Computer engineering was ranked in the top five at the master's level.

Currently, the University of Denver (DU) is the only institution in Colorado with an advanced degree program in computer engineering. DU offers a master's degree however the program is extremely small, producing only one computer engineering M.S. graduate in the last three years and we see great value in providing a path to advanced degrees in computer engineering at Colorado State University.

Program Level Learning Objectives

1. Identify, formulate, and solve advanced engineering problems using fundamental computer engineering principles, methodologies, and tools
2. Apply in-depth knowledge and creativity in a variety of contexts to achieve a significant technical objective
3. Demonstrate professional behavior and understand the ethical, economic, environmental, and societal impacts of their work
4. Sustain a process of life-long learning
5. Demonstrate effective oral and written communication to convey technical concepts to both engineers and non-engineers

Program Requirements

Code	Title	Credits
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Select one group from the following:

Group A		
Regular Courses ^{1,2}		32
Group B		
Regular Courses ^{1,2}		27
<u>ECE 695</u>	Independent Study	3
Program Total Credits		30-32

¹ Select courses with approval of advisor and graduate committee. Courses not accepted as regular include all courses ending in the range -82 through -99.

² A maximum of 6 credits of 400-level undergraduate courses can be used toward the degree. Up to 8 credits at the 400-level are permitted when at least one course is a 4 credit course. Remaining credits must be in 500-level or higher courses.

Additional Information

As with the Electrical Engineering M.S. and Ph.D. degrees, in the Computer Engineering degrees there will be no core course(s) that all students are required to take. Given the breadth of content, and the ability to specialize even within a focus area, students are provided with a range of courses they can take to satisfy their degree requirements, while simultaneously ensuring they are receiving the specialized/individualized course set they desire.

10/12/15 - COSPF review/approval of Phase 1 proposals

11/18/15 - Council of Deans/UCC Chair review and approval of Phase 1 proposal, and review of Phase 2 proposal

11/18/15 - Provost invitation for Phase 2 proposal

Affected Departments**Department Name(s)**

1873 - Computer Science

Attach File(s). [Support-DW.pdf](#)

Attach File(s). [RE Master of Science in Computer Engineering, Plan B.pdf](#)

Attach File(s). [Computer Engineering Phase 1 Combined rev 1-5-16.docx](#)

Attach File(s). [Computer Engineering Phase 2 Combined rev 1-5-16.docx](#)

Attach File(s). [New Program proposal budget COMBINED 1-5-16.xlsx](#)

MEMORANDUM

DATE: May 2, 2016

TO: Mary Stromberger
Chair of Faculty Council

FROM: Don Estep, Chair
Committee on Faculty Governance

SUBJECT: Proposed revision to Section C.2.1.9.5.d Committee on Libraries of the *ACADEMIC FACULTY AND ADMINISTRATIVE PROFESSIONAL MANUAL*

The Committee on Faculty Governance submits the following amendment:

Additions are underlined, and deletions are indicate by ~~strikeouts~~.

C.2.1.9.5.d *Committee on Libraries* (~~last revised February 14, 2014~~)

The Committee on Libraries shall consist of one (1) faculty representative from each college, and the Libraries, the Dean of Libraries (*ex officio*), one (1) representative from the Office of the Vice President for Research (*ex officio*), one (1) graduate student, and one (1) undergraduate student. The duties of this standing committee shall be:

1. To recommend to the Faculty Council policies affecting or impacting the operation of the Libraries.
2. To advise the Committee on Strategic and Financial Planning of the Library's budgetary and service requirements.
3. To advise the Dean of Libraries:
 - a. On strategies and policies for services and collections;
 - b. On the allocation of funds to support Library services; and
 - c. On the needs of its patrons (students, faculty, staff, community at large.)

Rationale:

A fundamental role of the CSU Libraries is to serve the interests of the CSU research community, from undergraduate and graduate students to research scientists and faculty. Changes to CSU Libraries holdings, whether involving improvements and new directions, or alterations and deletions, affect the research community. New directions in research policy advocated by the administration and how those policies affect the CSU Libraries is of interest to the FC-COL. Thus, having a representative from the office of VPR on the committee will facilitate a timely flow of important information.

This motion originates with and was approved by the Committee on Libraries.

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ADDITIONS - UNDERLINED

**ACADEMIC CALENDAR
 FALL SEMESTER 2016 THROUGH SUMMER 2018**

Fall Semester 2016

Aug. 18-19	Thursday-Friday	Orientation
Aug. 22	Monday	Classes Begin
Aug. 27	Friday	End Restricted Drop*
Aug. 28	Sunday	End Regular Add**
Sept. 5	Monday	Holiday - University Offices Closed - No Classes
Sept. 7	Wednesday	Registration Closes – last day for dropping courses without record entry, changes in grade option, and tuition and fee adjustment
Oct. 17	Monday	End Course Withdrawal (“W”) Period
Nov. 19	Saturday	Fall Recess Begins, No Classes Next Week
Nov. 24-25	Thursday-Friday	Holiday – University Offices Closed - No Classes
Nov. 28	Monday	Classes Resume
Dec. 9	Friday	Last Day of Classes; University Withdrawal Deadline
Dec. 12-16	Monday-Friday	Final Examinations
<u>Dec. 16-18</u>	<u>Friday-Sunday</u>	<u>Commencement</u>
Dec. 20	Tuesday	Grades Due
Dec. 26-28	Monday-Wednesday	Holiday – University Offices Closed
(79 Days, Including Final Examinations)		

Spring Semester 2017

Jan. 2	Monday	Holiday – University Offices Closed
Jan. 13-14	Thursday-Friday	Orientation, Advising and Registration for New Students
Jan. 16	Monday	Holiday – University Offices Closed
Jan. 17	Tuesday	Classes Begin
Jan. 20	Friday	End Restricted Drop*
Jan. 22	Sunday	End Regular Add**
Feb. 1	Wednesday	Registration Closes –last day for dropping courses without record entry, changes in grade option, and tuition and fee adjustment
Mar. 11	Saturday	Spring Break Begins – No Classes Next Week
Mar. 20	Monday	End Course Withdrawal (“W”) Period
Mar. 20	Monday	Classes Resume

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May 5	Friday	Last Day of Classes; University Withdrawal Deadline
May 8-12	Monday-Friday	Final Examinations
May 12-14	Friday-Sunday	Commencement
May 16	Tuesday	Grades Due

(79 Days, Including Final Examinations)
 * End Restricted Drop - Refers to course sections which may not be dropped after the first week of the semester.
 ** End Regular Add - Refers to adding courses without instructor approval.

Summer Session 2017

May 15	Monday	1st 4 Week and 12 Week Term Begins
May 29	Monday	Holiday University Offices Closed - No Classes
Jun. 9	Friday	1 st 4 Week Term Ends
Jun. 12	Monday	2 nd 4 Week Term and 8 Week Terms Begin
Jun. 21	Wednesday	Census
Jul. 4	Tuesday	Holiday – University Offices Closed - No Classes
Jul. 7	Friday	2 nd 4 Week Term Ends
Jul. 10	Monday	3 rd 4 Week Term Begins
Aug. 4	Friday	8, 12 and 3 rd 4 Week Terms End
Aug. 8	Tuesday	Grades Due

SUMMER WITHDRAWAL PERIOD: Because Summer classes have different time periods, the last day a student can withdraw from a course with “W” entered on the record is ten days into the session for a four-week course, 20 days into the session for an eight week course, and 30 days into the session for a 12 week course. If there are any questions, please consult the Registrar’s office.

Fall Semester 2017

Aug. 17-18	Thursday-Friday	Orientation
Aug. 21	Monday	Classes Begin
Aug. 25	Friday	End Restricted Drop*
Aug. 27	Sunday	End Regular Add**
Sept. 4	Monday	Holiday - University Offices Closed - No Classes
Sept. 6	Wednesday	Registration Closes –last day for dropping courses without record entry, changes in grade option, and tuition and fee adjustment
Oct. 16	Monday	End Course Withdrawal (“W”) Period
Nov. 18	Saturday	Fall Recess Begins, No Classes Next Week
Nov. 23-24	Thursday-Friday	Holiday – University Offices Closed
Nov. 27	Monday	Classes Resume

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Dec. 8	Friday	Last Day of Classes; University Withdrawal Deadline
Dec. 11-15	Monday-Friday	Final Examinations
<u>Dec. 15-17</u>	<u>Friday-Sunday</u>	<u>Commencement</u>
Dec. 19	Tuesday	Grades Due
Dec. 25-27	Mon-Wed	Holiday – University Offices Closed

(79 Days, Including Final Examinations)

Spring Semester 2018

Jan. 1	Monday	Holiday – University Offices Closed
Jan. 12-13	Thursday-Friday	Orientation, Advising & Registration for New Students
Jan. 15	Monday	Holiday – University Offices Closed
Jan. 16	Tuesday	Classes Begin
Jan. 19	Friday	End Restricted Drop*
Jan. 21	Sunday	End Regular Add**
Jan. 31	Wednesday	Registration Closes – last day for dropping courses without record entry, changes in grade option, and tuition and fee adjustment
Mar. 10	Saturday	Spring Break Begins – No Classes Next Week
Mar. 19	Monday	End Course Withdrawal (“W”) Period
Mar. 19	Monday	Classes Resume
May 4	Friday	Last Day of Classes; University Withdrawal Deadline
May 7-11	Monday-Friday	Final Examinations
<u>May 11-13</u>	<u>Friday-Sunday</u>	<u>Commencement</u>
May 15	Tuesday	Grades Due

(79 Days, Including Final Examinations)

* End Restricted Drop - Refers to course sections which may not be dropped after the first week of the semester.

** End Regular Add - Refers to adding courses without instructor approval.

Summer Session 2018

May 14	Monday	1st 4 Week and 12 Week Term Begins
May 28	Monday	Holiday - University Offices Closed - No Classes
Jun. 8	Friday	1 st 4 Week Term Ends
Jun. 11	Monday	2 nd 4Week Term and 8 Week Terms Begin
Jun. 20	Wednesday	Census
Jul. 4	Wednesday	Holiday – University Offices Closed - No Classes
Jul. 6	Friday	2 nd 4 Week Term Ends
Jul. 9	Monday	3 rd 4 Week Term Begins

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Aug. 3	Friday	8, 12 and 3 rd 4 Week Terms End
Aug. 7	Tuesday	Grades Due

SUMMER WITHDRAWAL PERIOD: Because Summer classes have different time periods, the last day a student can withdraw from a course with “W” entered on the record is 10 days into the session for a four week course, 20 days into the session for an eight-week course, 30 days into the session for a 12-week course. If there are any questions, please consult the Registrar’s office.

ACADEMIC CALENDAR FALL SEMESTER 2018 THROUGH SUMMER 2020

Fall Semester 2018

Aug. 16-17	Thursday-Friday	Orientation
Aug. 20	Monday	Classes Begin
Aug. 24	Friday	End Restricted Drop
Aug. 26	Sunday	End Regular Add
Sept. 3	Monday	Holiday - University Offices Closed - No Classes
Sept. 5	Wednesday	Registration Closes – last day for dropping courses without record entry, changes in grade option, and tuition and fee adjustment
Oct. 15	Monday	End Course Withdrawal (“W”) Period
Nov. 17	Saturday	Fall Recess Begins, No Classes Next Week
Nov. 22-23	Thursday-Friday	Holiday – University Offices Closed - No Classes
Nov. 26	Monday	Classes Resume
Dec. 7	Friday	Last Day of Classes; University Withdrawal Deadline
Dec. 10-14	Monday-Friday	Final Examinations
Dec. 14-16	Friday-Sunday	Commencement
Dec. 18	Tuesday	Grades Due
Dec. 24-26	Monday-Wednesday	Holiday – University Offices Closed

(79 Days, Including Final Examinations)

Spring Semester 2019

Jan. 1	Tuesday	Holiday – University Offices Closed
Jan. 17-18	Thursday-Friday	Orientation, Advising and Registration for New Students
Jan. 21	Monday	Holiday – University Offices Closed
Jan. 22	Tuesday	Classes Begin
Jan. 25	Friday	End Restricted Drop
Jan. 27	Sunday	End Regular Add
Feb. 6	Wednesday	Registration Closes –last day for dropping courses without record entry, changes in grade option, and

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		tuition and fee adjustment
Mar. 16	Saturday	Spring Break Begins – No Classes Next Week
Mar. 25	Monday	End Course Withdrawal (“W”) Period
Mar. 25	Monday	Classes Resume
May 10	Friday	Last Day of Classes; University Withdrawal Deadline
May 13-17	Monday-Friday	Final Examinations
May 17-19	Friday-Sunday	<u>Commencement</u>
May 21	Tuesday	Grades Due
(79 Days, Including Final Examinations)		

Summer Session 2019

May 20	Monday	1st 4 Week and 12 Week Term Begins
May 27	Monday	Holiday University Offices Closed - No Classes
June 14	Friday	1 st 4 Week Term Ends
June 17	Monday	2 nd 4 Week Term and 8 Week Terms Begin
June 26	Wednesday	Census
July 4	Thursday	Holiday – University Offices Closed - No Classes
July 12	Friday	2 nd 4 Week Term Ends
July 15	Monday	3 rd 4 Week Term Begins
Aug. 9	Friday	8, 12 and 3 rd 4 Week Terms End
Aug. 13	Tuesday	Grades Due

SUMMER WITHDRAWAL PERIOD: Because Summer classes have different time periods, the last day a student can withdraw from a course with “W” entered on the record is ten days into the session for a four-week course, 20 days into the session for an eight week course, and 30 days into the session for a 12 week course. If there are any questions, please consult the Registrar’s office.

Fall Semester 2019

Aug. 22-23	Thursday-Friday	Orientation
Aug. 26	Monday	Classes Begin
Aug. 30	Friday	End Restricted Drop
Sept. 1	Sunday	End Regular Add
Sept. 2	Monday	Holiday - University Offices Closed - No Classes
Sept. 11	Wednesday	Registration Closes –last day for dropping courses without record entry, changes in grade option, and tuition and fee adjustment
Oct. 21	Monday	End Course Withdrawal (“W”) Period
Nov. 23	Saturday	Fall Recess Begins, No Classes Next Week
Nov. 28-29	Thursday-Friday	Holiday – University Offices Closed

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Dec. 2	Monday	Classes Resume
Dec. 13	Friday	Last Day of Classes; University Withdrawal Deadline
Dec. 16-20	Monday-Friday	Final Examinations
Dec. 20-22	Friday-Sunday	<u>Commencement</u>
Dec. 24	Tuesday	Grades Due
Dec. 25-27	Wed-Fri.	Holiday – University Offices Closed

(79 Days, Including Final Examinations)

Spring Semester 2020

Jan. 1	Wednesday	Holiday – University Offices Closed
Jan. 16-17	Thursday-Friday	Orientation, Advising & Registration for New Students
Jan. 20	Monday	Holiday – University Offices Closed
Jan. 21	Tuesday	Classes Begin
Jan. 24	Friday	End Restricted Drop
Jan. 26	Sunday	End Regular Add
Feb. 5	Wednesday	Registration Closes – last day for dropping courses without record entry, changes in grade option, and tuition and fee adjustment
Mar. 14	Saturday	Spring Break Begins – No Classes Next Week
Mar. 23	Monday	End Course Withdrawal (“W”) Period
Mar. 23	Monday	Classes Resume
May 8	Friday	Last Day of Classes; University Withdrawal Deadline
May 11-15	Monday-Friday	Final Examinations
May 15-17	Friday-Sunday	<u>Commencement</u>
May 19	Tuesday	Grades Due

(79 Days, Including Final Examinations)

Summer Session 2020

May 18	Monday	1st 4 Week and 12 Week Term Begins
May 25	Monday	Holiday - University Offices Closed - No Classes
June 12	Friday	1 st 4 Week Term Ends
June 15	Monday	2 nd 4 Week Term and 8 Week Terms Begin
June 24	Wednesday	Census
July 3	Friday	Holiday – University Offices Closed - No Classes
July 10	Friday	2 nd 4 Week Term Ends
July 13	Monday	3 rd 4 Week Term Begins
Aug. 7	Friday	8, 12 and 3 rd 4 Week Terms End
Aug. 11	Tuesday	Grades Due

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SUMMER WITHDRAWAL PERIOD: Because Summer classes have different time periods, the last day a student can withdraw from a course with “W” entered on the record is 10 days into the session for a four week course, 20 days into the session for an eight-week course, 30 days into the session for a 12-week course. If there are any questions, please consult the Registrar’s office.

ACADEMIC CALENDAR FALL SEMESTER 2020 THROUGH SUMMER 2022

Fall Semester 2020

Aug. 20-21	Thursday-Friday	Orientation
Aug. 24	Monday	Classes Begin
Aug. 28	Friday	End Restricted Drop
Aug. 30	Sunday	End Regular Add
Sept. 7	Monday	Holiday - University Offices Closed - No Classes
Sept. 9	Wednesday	Registration Closes – last day for dropping courses without record entry, changes in grade option, and tuition and fee adjustment
Oct. 19	Monday	End Course Withdrawal (“W”) Period
Nov. 21	Saturday	Fall Recess Begins, No Classes Next Week
Nov. 26-27	Thursday-Friday	Holiday – University Offices Closed - No Classes
Nov. 30	Monday	Classes Resume
Dec. 11	Friday	Last Day of Classes; University Withdrawal Deadline
Dec. 14-18	Monday-Friday	Final Examinations
<u>Dec. 18-20</u>	<u>Friday-Sunday</u>	<u>Commencement</u>
Dec. 22	Tuesday	Grades Due
Dec. 23-25	Monday-Wednesday	Holiday – University Offices Closed
(79 Days, Including Final Examinations)		

Spring Semester 2021

Jan. 1	Friday	Holiday – University Offices Closed
Jan. 14-15	Thursday-Friday	Orientation, Advising and Registration for New Students
Jan. 18	Monday	Holiday – University Offices Closed
Jan. 19	Tuesday	Classes Begin
Jan. 22	Friday	End Restricted Drop
Jan. 24	Sunday	End Regular Add
Feb. 3	Wednesday	Registration Closes –last day for dropping courses without record entry, changes in grade option, and tuition and fee adjustment
Feb. 11	Thursday	Founder’s Day – CSU’s 151 st birthday
Mar. 13	Saturday	Spring Break Begins – No Classes Next Week

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Mar. 22	Monday	End Course Withdrawal (“W”) Period
Mar. 22	Monday	Classes Resume
May 7	Friday	Last Day of Classes; University Withdrawal Deadline
May 10-14	Monday-Friday	Final Examinations
May 14-16	Friday-Sunday	Commencement
May 18	Tuesday	Grades Due
(79 Days, Including Final Examinations)		

Summer Session 2021

May 17	Monday	1st 4 Week and 12 Week Term Begins
May 31	Monday	Holiday University Offices Closed - No Classes
Jun. 11	Friday	1 st 4 Week Term Ends
Jun. 14	Monday	2 nd 4 Week Term and 8 Week Terms Begin
Jun. 23	Wednesday	Census
Jul. 5	Monday	Holiday – University Offices Closed - No Classes
Jul. 9	Friday	2 nd 4 Week Term Ends
Jul. 12	Monday	3 rd 4 Week Term Begins
Aug. 6	Friday	8, 12 and 3 rd 4 Week Terms End
Aug. 10	Tuesday	Grades Due

SUMMER WITHDRAWAL PERIOD: Because Summer classes have different time periods, the last day a student can withdraw from a course with “W” entered on the record is ten days into the session for a four-week course, 20 days into the session for an eight week course, and 30 days into the session for a 12 week course. If there are any questions, please consult the Registrar’s office.

Fall Semester 2021

Aug. 19-20	Thursday-Friday	Orientation
Aug. 23	Monday	Classes Begin
Aug. 27	Friday	End Restricted Drop
Aug. 29	Sunday	End Regular Add
Sept. 6	Monday	Holiday - University Offices Closed - No Classes
Sept. 8	Wednesday	Registration Closes –last day for dropping courses without record entry, changes in grade option, and tuition and fee adjustment
Oct. 18	Monday	End Course Withdrawal (“W”) Period
Nov. 20	Saturday	Fall Recess Begins, No Classes Next Week
Nov. 25-26	Thursday-Friday	Holiday – University Offices Closed
Nov. 29	Monday	Classes Resume
Dec. 10	Friday	Last Day of Classes; University Withdrawal Deadline

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Dec. 13-17	Monday-Friday	Final Examinations
Dec. 17-19	Friday-Sunday	<u>Commencement</u>
Dec. 21	Tuesday	Grades Due
Dec. 22-24	Wednesday-Friday	Holiday – University Offices Closed

(79 Days, Including Final Examinations)

Spring Semester 2022

Dec. 31	Friday	Holiday – University Offices Closed
Jan. 13-14	Thursday-Friday	Orientation, Advising & Registration for New Students
Jan. 17	Monday	Holiday – University Offices Closed
Jan. 18	Tuesday	Classes Begin
Jan. 21	Friday	End Restricted Drop
Jan. 23	Sunday	End Regular Add
Feb. 2	Wednesday	Registration Closes – last day for dropping courses without record entry, changes in grade option, and tuition and fee adjustment
Feb. 11	Friday	Founder’s Day – CSU’s 152 nd birthday
Mar. 12	Saturday	Spring Break Begins – No Classes Next Week
Mar. 21	Monday	End Course Withdrawal (“W”) Period
Mar. 21	Monday	Classes Resume
May 6	Friday	Last Day of Classes; University Withdrawal Deadline
May 9-13	Monday-Friday	Final Examinations
<u>May 13-15</u>	<u>Friday-Sunday</u>	<u>Commencement</u>
May 17	Tuesday	Grades Due

(79 Days, Including Final Examinations)

Summer Session 2022

May 16	Monday	1st 4 Week and 12 Week Term Begins
May 30	Monday	Holiday - University Offices Closed - No Classes
Jun. 10	Friday	1 st 4 Week Term Ends
Jun. 13	Monday	2 nd 4Week Term and 8 Week Terms Begin
Jun. 22	Wednesday	Census
Jul. 4	Monday	Holiday – University Offices Closed - No Classes
Jul. 8	Friday	2 nd 4 Week Term Ends
Jul. 11	Monday	3 rd 4 Week Term Begins
Aug. 5	Friday	8, 12 and 3 rd 4 Week Terms End
Aug. 9	Tuesday	Grades Due

SUMMER WITHDRAWAL PERIOD: Because Summer classes have different time periods, the last day a student can withdraw from a course with “W” entered on the record is 10 days into the

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session for a four week course, 20 days into the session for an eight-week course, 30 days into the session for a 12-week course. If there are any questions, please consult the Registrar's office.