

## MINUTES

Executive Committee

**Tuesday, September 24, 2024**

**3:00pm – Microsoft Teams/Lory Student Center Room 300**

**Present:** **Melinda Smith**, Chair; **Joseph DiVerdi**, Vice Chair; **Jennifer Martin**, BOG Representative; **Marion Underwood**, Provost/Executive Vice President; **Amy Barkley**, Executive Assistant; **Catie Cramer**, Agricultural Sciences; **Rob Mitchell**, Business; **Svetlana Olbina**, Health and Human Sciences; **Antonio Pedros-Gascon**, Liberal Arts; **Christine Pawliuk**, Libraries; **Randall Boone**, Natural Resources; **Steve Benoit**, Natural Sciences; **Brian Geiss**, Veterinary Medicine and Biomedical Sciences

**Guests:** **Brad Goetz**, Chair University Curriculum Committee; **Susan James**, Vice Provost for Faculty Affairs; **Richard Eykholt**, Committee on Responsibilities and Standing of Academic Faculty; **Kauline Cipriani**, Vice President for Inclusive Excellence; **Cassandra Moseley**, Vice President for Research

Absent: Sue Doe, Immediate Past Chair (excused); Peter Jan van Leeuwen, Engineering

Chair Melinda Smith called the meeting to order at 3:02 p.m.

### **September 24, 2024 EXECUTIVE COMMITTEE AGENDA ITEMS:**

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

##### **A. Executive Committee Minutes – September 17, 2024**

Chair Smith: Asked if there were any corrections to be made to the Executive Committee minutes from September 17<sup>th</sup>.

Executive Committee members requested clarification around whether the mention of the transition of Dean Janice Neger was a “personnel” issue or a “personal” issue. It was determined that it was a “personnel” issue, and the minutes reflected this correctly.

Hearing no further discussion or additional edits, minutes approved by unanimous consent.

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

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

1. The Next Executive Committee Meeting will be held on October 8, 2024 – Microsoft Teams/Administration 106 – 3:00 p.m.
2. The Next Faculty Council meeting will be held on October 1, 2024 – Microsoft Teams/Eddy 212 – 4:00 p.m.

##### **B. *Provost/Executive Vice President Report – Provost Marion Underwood***

Provost Marion Underwood: We are in the final stages of the search for the new Vice Provost and Dean for Undergraduate Affairs. [Information about the searches and feedback forms](#) are available on the Provost's website. We are also in the last stages of the search for the Assistant Vice Provost for Academic Advising and Student Success. We should be receiving recommendations from the search committee soon.

Provost Underwood: As we work through discussions on budget model redesign and trying to align models with our values, have been thinking about the Academic Master Plan. The work of Faculty Council task forces has been important in moving these initiatives forward. Reminded members of the five (5) aspirations of the Academic Master Plan and work aligning with those.

- Appointed a task force to look at revising our Institutional Learning Objectives (ILOs) and to innovate the undergraduate core curriculum as part of the aspiration of elevating our mission.
- Another aspiration was to foster interdisciplinarity and collaboration. There is a task force working on interdisciplinary degrees that is making progress and will likely have some outcomes or a report later this fall or early spring.
- Another aspiration was enhancing applied learning. We need resources to be able to do experiential learning at scale. Glad we are in the process of coming up with a new hybrid RCM model because there is every reason to expect that it will help generate additional resources that we could use to scale experiential research.
- In terms of cultivating diversity and inclusion, we are thinking about this consciously as we work on the budget model and as we think about strategic enrollment at CSU. It is interesting to consider where we might have capacity for growth and how that maps to our aspirations to be more diverse and more inclusive. It looks like there might be decent overlap between colleges where we might have capacity and the types of programs that racially minoritized students are interested in.
- As part of the aspiration of advancing academic themes, there were nine (9) themes identified in the Academic Master Plan. We are working on building those themes into an innovative core curriculum.

Provost Underwood: Will be ceded time for Provost's report at the October 1<sup>st</sup> Faculty Council meeting to allow for more time for discussion with President Amy Parsons and Director of Athletics John Weber to talk about athletics. Will be there to discuss the academic considerations that are part of the athletics transition.

Executive Committee members relayed concerns about Academic Analytics. Chair Smith stated that it is clear that the intention is not to use this for faculty evaluations or for tenure and promotion, but there is a fear that it will introduce biases in the perspectives of the chairs as they look at the data.

Provost Underwood: The way Academic Analytics is formatted, it pretty much only provides data about units and is a tool for understanding how academic units compare to other peer academic units at other universities. The individual data it makes available has to do with awards and awards people might be eligible for and for potential research collaborations. Noted that we have Interfolio, which is a reporting tool that allows faculty to input their own data and

accomplishments. That is the only digital tool we will ever use for any evaluation of individual faculty members, and it is completely separate from Academic Analytics.

Chair Smith: Suggested providing an example of output to help alleviate some of the fears that our peers might have about Academic Analytics.

Provost Underwood: Indicated that she would be happy to do a quick demonstration at a future meeting.

An Executive Committee member asked for clarification around Provost Underwood’s statement about experiential learning as well as attracting more students from minoritized identities as a priority. This is an issue we struggle with across the University, and we know the student success gaps among those students with minoritized identities. Asked how the University will address the success of those students and ensuring we are retaining them once they get here, as well as how the budget model will prioritize these two things.

Provost Underwood: Understanding is that there are metrics being considered by the steering committee that prioritize diversity and recruitment. Due to the Supreme Court decision, the one we might use is first-generation since it is legal to gather that information. There are also metrics in terms of retention and graduation rates. The main drivers of the model will likely be credit hours and majors, but these will be smaller metrics. CSU defines student success as closing equity gaps, and it has been an emphasis here for a long time. We know one way to close equity gaps is to give students more scholarships, so they do not have to work three (3) jobs to stay in school. We also know that learning assistance in courses with high DFW rates makes a difference, as well as investing in summer bridge programs. Stated that she is working closely with Vice President Blanche Hughes, Vice President Cassandra Moseley, and Vice President Kauline Cipriani on various aspects around this topic.

Hearing no further questions or discussion, concluded report.

### *C. Old Business*

#### *D. Action Items*

##### 1. UCC Minutes – September 13, 2024

Hearing no questions or discussion, requested a vote to place the University Curriculum Committee minutes from September 13<sup>th</sup> on the Faculty Council agenda.

Executive Committee members approved placement on the agenda.

Chair Smith: Asked if we could go back to the question that was asked last week around what the process is to create a department.

Brad Goetz: This would be a memo and in the Curriculum Management System it is called a “miscellaneous request”, either to change a department name or to propose a new department.

The most recent ones were the Systems Engineering department and the change of the Department of Ethnic Studies to the Department of Race, Gender, and Ethnic Studies. Indicated that it would likely vary by code and by college and unit.

An Executive Committee member asked where the memo for a new department would originate.

Goetz: The memo would come from the originators or an existing department that is being branched off. For the Systems Engineering, it came from the ones who populated the request. The primary element is rationale and justification, and that is the record that the University Curriculum Committee sees. Noted that the Manual does not have the Systems Engineering update and it should be included.

2. Committee on Intercollegiate Athletics Annual Report 2023-2024

Chair Smith: Reminded members that the chair of this standing committee, Shane Kanatous, came to speak to Executive Committee last week. We did not vote on the report to add it to the agenda. Asked if there was any discussion about this.

Executive Committee members discussed the conversation with Kanatous and the report. Following discussion, members determined that Chair Smith should meet with Kanatous to discuss the report and request revisions, as well as discuss the committee.

3. Academic Faculty Representatives to Faculty Council Standing Committees – Committee on Faculty Governance – Steve Reising, Chair

Chair Smith: Presented the motion. Hearing no discussion, requested a vote.

Motion passed. Will be placed on the Faculty Council agenda for October 1<sup>st</sup>.

4. Undergraduate and Graduate Student Representatives to Faculty Council Standing Committees – Committee on Faculty Governance – Steve Reising, Chair

Chair Smith: Presented the motion.

Amy Barkley: Noted that the title of the ballot will be corrected prior to going on Faculty Council agenda to reflect that it's both undergraduate and graduate students.

Chair Smith: Hearing no further discussion, requested a vote.

Motion passed. Will be placed on the Faculty Council agenda for October 1<sup>st</sup> with updated title.

5. Undergraduate and Graduate Student Representatives to University Committees – Committee on Faculty Governance – Steve Reising, Chair

Chair Smith: Presented the motion. Hearing no discussion, requested a vote.

Motion passed. Will be placed on the Faculty Council agenda for October 1<sup>st</sup>.

6. Proposed Revisions to Section E.13 of the Academic Faculty and Administrative Professional Manual – Committee on Responsibilities and Standing of Academic Faculty – Bharad Kannan, Chair

Jennifer Martin: Presented the motion on behalf of the Committee on Responsibilities and Standing of Academic Faculty. The revisions address change in rank that is not a promotion. Explained the revisions through the memo. The Committee on Responsibilities and Standing of Academic Faculty is recommending that these revisions go on the agenda for the November Faculty Council meeting, since there is another change to Section E.13 on the October agenda that addresses Extension faculty.

Executive Committee members asked whether this revision would address the possibility of a downward change in rank. Richard Eykholt stated that this was worded carefully, but it could also be a downward change. The revisions do not state that it has to be a lateral change. Noted that a downward change is a demotion and that is grievable.

An Executive Committee member asked about the revision related to promotions being granted more than one year early. Requested rationale for why this was changed. Eykholt explained that revisions to Section E.13 happened last year, and it was requested that the language forbid promotions more than a year early. There was pushback on this, so it was removed, and now the language points out that if people apply more than a year early, it is rare that they are approved.

Executive Committee members discussed the revisions and had conversation around updates to the Manual to reflect unwritten rules and communicate practices.

Hearing no further comments or discussion, Chair Smith requested a vote.

Motion passed. Will be placed on the Faculty Council agenda for November 5<sup>th</sup>.

### ***E. Reports***

1. Faculty Council Chair Report – Melinda Smith

Chair Smith: Provided a few updates on activities as chair.

- Have been participating in the Vice Provost and Dean of Undergraduate Affairs search. The candidates are strong. Expressed excitement for outcome of that search.
- Participated in the new faculty orientation and was able to spread the word about Faculty Council. Believe there will be another orientation.
- Faculty Council leadership, as well as Administrative Professional Council (APC) leadership, Classified Personnel Council (CPC) leadership and Multicultural Staff and

Faculty Council (MSFC) leadership were invited onto the field for the football game over the weekend as part of the employee recognition that occurred during the game.

- Attended the Executive Leadership Team retreat last week, which focused on enrollment. There is work being done not only to just increase enrollment but to do it strategically. The deans presented ideas about how they saw strategic enrollment in their colleges. Vice President Brendan Hanlon provided an overview of the budget, which we will hopefully see at the October Faculty Council meeting.

Chair Smith: We released the Faculty Council annual report for 2023-2024 in SOURCE today as a more digestible version of the report.

## 2. Board of Governors Report – Jennifer Martin

Jennifer Martin: Next week is the Board of Governors meeting and they will be meeting on campus. The leadership of the employee councils is having dinner with the Board members on Thursday evening prior to the volleyball game. Reported on feedback provided from the Classified Personnel Council and will be meeting with leadership from the other councils ahead of the Board of Governors meeting. Will be providing this report at the Faculty Council meeting.

### *F. Discussion Items*

#### 1. Office of Inclusive Excellence updates – Kauline Cipriani, Vice President for Inclusive Excellence

Vice President Kauline Cipriani: Explained plan for presentation at Faculty Council. Will provide an update about the office and inform attendees of ongoing initiatives and important things coming up.

Chair Smith: At the Executive Committee meeting two (2) weeks ago, Justin Dove and Joe Tiner from the Student Disability Center came to speak about some of the concerns about the attendance flexibility accommodation and provide more information around that. Suggested that it would be good to hear more about this office and those decisions as part of report.

Vice President Cipriani: Could provide general information. They have a big portfolio. There is a huge compliance piece to what they do, and there is constant confusion about what the law requires and allows them to do. Students come and ask for accommodations outside of the scope of the law, and it can be emotional and families can get angry when students are not approved for accommodations. There have been conversations about changing the reporting structure of the Student Disability Center because of new laws and the historical ways in which we have attempted to remain compliant with laws around disability for our students, faculty, and staff probably are not working for us as a campus anymore. A committee has been working on this and provided a report with recommendations to the President and the Provost. Indicated she would include a slide about the Student Disability Center and invite Dove and Tiner if that is appropriate.

Chair Smith: Expressed that it would be a good idea to invite Dove and Tiner to discuss this.

An Executive Committee member asked about the increase in administration positions compared to other similar institutions, specifically in regard to the potential move of the Student Disability Center to somewhere else.

Vice Provost Susan James: There is no new Vice President or Assistant Vice President planned for this. The idea is to create a one-stop shop for students or employees who are looking for accommodations without taking away what the Office of Equal Opportunity what they do for our employees around accommodations. It is based on national best practices. Experts believe this is the best way to serve our students as well as be compliant with the changing legal landscape.

Vice President Cipriani: Added that some offices that are doing the same work are not necessarily aligned and reporting to the same office. Like many campuses of this size, things were built according to what was needed at the time and it is time to look at how we are delivering service to the entire campus and realign things.

An Executive Committee member asked about the change of the Women and Gender Advocacy Center to the Survivor Advocacy and Feminist Education (SAFE) Center and whether services had changed. Vice President Cipriani indicated that services for the center had not changed, but there is discussion about expansion of services to help employees, since it is student focused.

Hearing no further comments or questions, the presentation was concluded.

## 2. Office of the Vice President for Research updates – Cassandra Moseley, Vice President for Research

Chair Smith: Stated that the original intent was to have Vice President Cassandra Moseley attend the October Faculty Council meeting, but with more time-sensitive items coming up, we have moved this report to the December meeting.

Vice President Cassandra Moseley: Indicated that the December Faculty Council meeting is shortly after report to the Board of Governors, so presentation from today is likely to change. Provided an overview of the presentation, which included slides discussing guiding principles for the Office of the Vice President for Research, goals, and research development. Went over the Office of Sponsored Programs and research compliance, which includes an increase in regulations.

An Executive Committee member asked whether there are plans to reach out to more research-intensive departments to hear where the pain points are and helping work to alleviate some of those. Vice President Moseley said that this is being worked on and have been meeting with colleges' executive leadership teams and now want to go to the department level.

Chair Smith: Previous reports have not necessarily highlighted the excellence in research that is going on around the University.

Vice President Moseley: We have started sending routine research highlights to President Parsons for inclusion in reports to the Board of Governors. We are trying to think about research, scholarship, and creative activity in a holistic way.

Executive Committee members discussed complaints brought up about Sponsored Programs, as well as constraints and challenges that also come from Human Resources and procurement. Vice President Moseley indicated that there are conversations happening with Vice President Eric Ray and Vice President Hanlon about how to be more efficient and effective in supporting the research enterprise.

An Executive Committee member asked what work is being done to ensure compliance while also protecting privacy. Vice President Moseley stated that she is learning details about CORA rules and the extent we are able to resist requests with respect to unpublished research. This is an important area.

Hearing no further discussion, the presentation was concluded. Chair Smith called the meeting adjourned.

Executive Committee adjourned at 5:02 p.m.

Melinda Smith, Chair  
Joseph DiVerdi, Vice Chair  
Jennifer Martin, BOG Representative  
Amy Barkley, Executive Assistant