

**Colorado School of Mines**  
**Faculty Senate Minutes**  
**January 9, 2018 2:00-4:00 p.m.**  
**Hill Hall**

**Attendees:** Reed Maxwell (President), Sumit Agarwal (CBE) Linda Battalora (PE), Tzahi Cath (CEE), Paula Farca (HASS), Paul Martin (AMS), Mark Seger (CH), Marcelo Simoes (EE), Neal Sullivan (ME), Jeff King (MME)

**Representatives:** Lisa Nickum (Library), Bo Sinkler (USG), Heather Lammers (GSG)

**Guests:** Tom Boyd (Interim Provost), Judith Klein-Seetharaman (Bioscience & Bioengineering), Hugh Miller (MN), Aurea Tolnay (AA), Keri Bowling (AA)

**Addendum to the minutes process:**

Procedural change in order to clarify the exact name, which was previously agreed upon for new undergraduate and graduate degrees. Each program chair should arrive to the FS meeting with a one page, itemized list of the exact program courses and program titles that were agreed upon. In the future, CIM may be able to provide a list of the degree names that can be attached to the minutes, but not at this time.

**Previous minutes:**

Mark Seger moved to vote on the minutes from November 28<sup>th</sup>, 2017 with addendum, Linda Battalora second. Unanimously approved.

**Provost Update:**

Faculty Awards – The nomination period closed on Friday, January 5<sup>th</sup>, 2018 with fourteen nominations for five different awards. Nominations came in from six different departments. The increase in nominations this year may be due to Tom moving the submission deadline to after the winter break (versus before the winter break in previous years). The Faculty Awards Committee is reviewing the nominations and will be making recommendations to Tom.

Handbook

- Defining Academic Faculty - The HB committee has settled on language defining academic faculty. Paul will vet the language with the senate prior to the public comment period. The intent is to align the definition of “academic

faculty” in the Faculty Handbook with the Senate Bylaws. \*Library faculty are considered academic faculty.

The HB committee is recommending changes to the teaching faculty promotion process. The changes are related to committee composition, both at the department and university level. The changes will bring the teaching faculty promotion process more in-line with the tenure/tenure track academic process in terms of committee memberships.

- Joint Appointment Language - The committee has worked extensively on internal joint appointment language. For example, last year the committee did an external joint appointment for appointees for NREL and Mines. The committee also has language in the handbook which is associated with faculty who are aligned with two different departments. Essentially, the committee has made the language in the handbook more flexible to incorporate joint appointments that are actual joint appointments (e.g., split FTE), which implies split reviews, split responsibilities, and courtesy appointments. For example: Professor Bob Marley has an appointment that is solely in one department, but his activities span a second department and he wants to be able to show his alignments to external audiences. The courtesy appointments have close to zero rights and responsibilities, including no voting rights. However, the HB states that courtesy appointments are admitted as graduate faculty members, which does grant advising rights.
- Faculty Performance Evaluations – The committee is considering adding language to the HB that requires the department head to use the evaluation criteria that are in the HB in order to eliminate the plus/minus system. The committee is also working on language to define what it means to be exemplary, or exceeding expectations.

Provost Search – Out of the quest to find an external search firm, Storbeck and Pimentel was unanimously chosen by the committee. The search committee members are: Kirsten Volpi (Chair), Tom Boyd, Dan Fox, Mike Kaufman, Tracy Camp, Angus Rockett, Reed Maxwell, Terri Hogue, Kim Medina, Karin Ranta Curran, Jahi Simbai, Amy Landis, and Bob Kee.

Compensation Study – Human Resources has scheduled meetings with the Academic Faculty steering committee and the Administrative Faculty steering committee for this Thursday January 11<sup>th</sup>, 2018. So, the results of the compensation study will be “rolled-out” to the steering committees this Thursday.

Board Retreat on February 9, 2018 – Part of the retreat will be a regular board meeting, so that the new degrees the faculty senate is approving today will be re-approved. Although the agenda is not complete yet, it is anticipated that the department heads will make presentations on their Pathways of Distinctions documents to get the board involved in the University design process. Tom read all of the submitted Pathways documents from every academic department (approximately 20 submissions) and has selected exemplars with the purpose of giving the board an overview of the interesting goals set for grad and undergrad curriculum. Tom has proposed to the executive team that the exemplars are presented to the board. Please know that the pathways documents are being used to shape the institution.

### Department Head Leadership Academy

- Monthly Lunches – Tom has been working with HR to organize a DH Leadership academy. Starting this semester, there will be monthly lunches (for the entire academic year) with the department heads. The intent of these lunches is to provide space for pragmatic, practical activities for department heads. The first lunch discussion item is, “what is the role and expectations of the department head”. The discussion topic for the second lunch, in February, will be effective faculty evaluations, which will also include procedures because there are many new department heads. The discussion topic for the third and fourth lunches will be change management and how to work with faculty to manage change both within the department and the institution.
- Summer Intensive Leadership Academy for New Department Heads – This was seeded by discussions in faculty senate, commentary from faculty evaluations, and through survey data. The program is not fully developed yet, but Tom is working with HR to determine what it will look like. Eight DH have signed up for the one-week summer intensive.

### **Questions for Senate:**

Status of Multiyear Teaching Contracts – A draft memo has been sent to the executive committee; feedback has not been provided yet. The library memo and the teaching faculty memo were supposed to be added to today’s agenda, but there was not enough time to review the memos. Reed will send out the memos to the entire senate. The procedure is for senate to generate a memo based on survey findings and send their recommendations to the Provost and the President.

Classroom Scheduling Difficulties – Course classroom scheduling was particularly difficult this year due to the Green Center renovations and subsequent lack of space. The school is trying to offset the Green Center unavailability by opening the stadium classrooms, additionally the library is preparing to build two classrooms. However, the stadium and library classrooms will not be the size of the Green Center classrooms. New classrooms are currently available in the Coors Tek building. The concern for faculty is that more students should be able to sign up for classes than the classroom size will allow. Part of the masterplan looks at campus infrastructure resources and space utilization. When you examine registrar-controlled classrooms, on average, the classrooms are utilized 80 to 90% of the eight-hour time slot during the day; leaving little availability. When you examine department-controlled classrooms, there's more flexibility, which is problematic from a scheduling standpoint. Space utilization will be addressed this spring with the masterplan consultant, Smith group JRR with Anderson Mason Dale.

### **New Degree Request for Biology Minor, MS, and PhD:**

Presentation given by Judith Klein-Seetharaman: [Undergraduate Biology Minor & Integrative Graduate Program in Quantitative Biosciences and Engineering](#)

Vote to approve the Biology, MS, and PhD, Paul Martin second. Motion passed with one vote against no abstentions.

### **Graduate Council Items:**

Presented by Marcelo

MSPHD-AMS: MS & PhD - Applied Math/Statistics proposal, approved by GC on 10/04/2017

MPMEMSPHD-GE: MP, ME, MS & PhD - Geology & Geological Engineering proposal, approved by GC on 11/01/2017

MEMSPHD-NU: Me, MS & PhD - Nuclear Engineering, minor changes of wording and curriculum updates

MSPHD-ECO: MS 7 PhD - Mineral & Energy Economics which includes the proposal to double count 6 credit hours of approved Undergraduate electives towards the MS degree in Engineering and Technology Management. Mark Seger first, Paula Farca second. Motion passes unanimously.

## **Undergraduate Council Items:**

Presented by Mark Seger

Biology minor was approved during November 6<sup>th</sup> meeting. Mark moves to approve the Bio minor, Marcelo second. Motion passes unanimously.

Petroleum Data Analytics Minor - Seger first. Battalora second. Motion passed with one abstention.

BS-MME: BS in Metallurgical and Materials Engineering was approved during December meeting. Seger moved to vote. Simoes second. Motion passed with one vote against.

- The Chemistry department is concerned that the core courses concept will no longer be an advantage to students if they're taking more specialized courses early in their college careers. If students decide that they would like to change degrees they won't be able to transfer the specialized course credits they've taken to a new department.

## **Faculty Senate office hours/fun gathering:**

Suggestions:

- 1-2 times per month
  - 2 gatherings in February
  - 1 gathering in March (due to Spring break and the FS Distinguished Lecture)
  - 2 gatherings in April
- structured/unstructured time
- happy hour
  - free beer
  - GCB
- coffee hour
  - free coffee
  - Book and Brew
- advertise event well; more than just the Daily Blast
- use an intimate setting; not a classroom

- don't hold each event the same day of the week and the same time every month, so that different faculty can attend

Meeting adjourned 4:00

Next meeting January 23, 2018