

**COLORADO SCHOOL OF MINES**  
**FACULTY SENATE MINUTES**  
**NOVEMBER 12, 2013 2:00 – 4:00 p.m.**  
**300 HILL HALL**

**ATTENDEES:** Lincoln Carr (PH), Bernard Bialecki (AMS), Gerald Bourne (MT), Uwe Greife (PH), Dan Knauss (CH), Thomas Monecke (GE), Ken Osgood (LAIS), Steve Pankavich (AMS), Kamini Singha (Hydrologic Science), John Spear (CCE), Kim Williams (CH), Ray Zhang (CEE), Sydney Sullinger (USG)

**APOLOGIES:** James Slyby (GSA), Joel Bach (ME)

**GUESTS:** Dr. Terry Parker (Provost), Kirstin Volpe (VP Finance), Lara Medley (Registrar)

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Introductions

Welcome to Jerry Bourne, our newest Senator representing MME.

Provost Update – Terry Parker

- 1) Strategic Planning: current plan mailed out to campus last week. Administration is still seeking input regarding 1) is anything missing and 2) metrics: are they the right ones, are more or less metrics needed in the plan? Please share your feedback with administration. The Deans/colleges are still sponsoring open meetings to gather feedback. A formal presentation to the entire campus will be done in the next several weeks.
- 2) Graduation issue: need a faculty member to read names. Please send your recommendation(s) to Provost.
- 3) Two curriculum issues: a) Biology minors. Last year minors were restructured; now we need a more formal structure for the biology-based minors. Solution is needed by the end of the academic year. b) EPICS II: If you look at execution of EPICS II it is no longer serving as a core class. Some departments carefully arrange their classes so that their majors can register for it; some departments only accept certain flavors of EPICS II. We need to analyze this to see if something else needs to be done with it. Non-engineering departments have moved away from EPICS II. We thought we needed EPICS II for ABET, but now it may not be the case.
- 4) Visiting Committees: They have been a worthwhile exercise this semester in: AMS, MME, CH and PH.

Report from Executive VP of Finance and Administration - Kirsten Volpi

Financially, the administration is in a good spot, but we are too paper oriented, we need to be more electronic. Goal: move school forward in terms of modernizing our processes, which will take lots of work with CCIT. Controller's Department: we are enhancing the travel and entertainment process; it is all going electronic. Budget process: we are looking at a new process. Fiscal year has been July 1 to June 30, we may go to new timing. Purchasing: looking

at going electronic with requisitions. We are working on trying to make equipment purchases easier for faculty. Barbara O'Kane is our new Environmental Health and Safety Director, she has a very impressive background and extensive experience. Capital Planning and Construction: new residence hall going up right now, Clear Creek Athletic Complex is in the works, the demolition of Brooks will occur this winter, work on the stadium begins in March, new Welcome Center is being built and we will begin an eight million dollar renovation to Student Center. ORA: changes in personnel; new people coming in, getting up to speed. ORA will be Volpi's focus in the next year; believes it is time for ORA to go to the next level. Organizational structure will go electronic, new awards system will be completely electronic, the full rollout will occur in spring. Faculty will be able to track their requests from beginning to end. Volpi wants to do a peer review of ORA, like a visiting committee, which will happen in a few months. Questions: Osgood: Budget process: It seems to come out of nowhere, the questions are different this year than last year, department heads have to drop everything and get back to administration with a budget in a week. Please reconsider timing on the budget requests so faculty members don't have to drop everything and create their budget. Volpe: currently analyzing the way budget process is handled and trying to make it easier. Budgeting is too stressful for faculty generally to deal with. Bourne: Does unused overhead go back to department? There is a flow back, funds are returned to centers, if funds are for individuals, those funds used to go to the departments. Pankavich: now flow back goes to Deans and they decide what to do with it. Volpi will check the flow back procedure. D. Knauss: Regarding ORA, the aspect that has been missing since the term ORA started, is that there is not a service component in it. Faculty would benefit from a service component, helping to identify granting possibilities, reminding faculty of deadlines, etc. Mines should have help in that area. Volpi agreed that is important. Monecke: Consult faculty to see how we can help you make this more efficient. Volpe: How does faculty want to be involved as we roll out these new, efficient systems? Faculty does want to be involved, through Research Council. RC represents every department and program whereas Senate does not have as thorough representation.

L. Carr: Regarding Barbara O'Kane, she has a strong national lab background and they say we are looking at corporate models of health and safety. Why are we not looking at other universities' environmental health and safety departments and their labs and procedures, rather than corporate labs and national labs? Volpi: O'Kane is reaching out to other universities; I will make sure that happens. Knauss: Regarding the budget, what is your philosophy on generating surpluses and reserve funds? Volpe: What we budgeted was to have a 4 million surplus at end of the year. This year we had more undergraduate students and fewer graduate students. We save money with new faculty hiring; we will fix this and go to a dual year system. We still need to grow our reserves, especially our capital reserve. We were going to receive funding for Meyer Hall from the state, and then the state informed us they cut that funding. We are going to have to fund and maintain, as we have been, our own buildings. We don't do a very good job at all of managing instrumentation, we have no matches. We

need those internal resources to compete on the private school level. Knauss: the solid financial state of the school has not been communicated to faculty, Administration continues to indicate that we are in financially difficult times.

#### December Graduation List Approval – Lara Medley

L. Medley distributed the list of students who are scheduled to attend commencement. After Senate approves the list it goes to Board of Trustees for final approval. All students on this list will walk across the stage even if they don't complete all of their requirements. Knauss: motion to vote to approve the list, Bialecki second. Vote to approve: Unanimous. In future, the list will be distributed electronically. 180 students will be graduating in December.

#### Approval of Past Minutes 10/8/13 and 10/22/13

D. Knauss motion to vote to approve, second K. Singha. Vote to approve: Unanimous.

#### Key Issue Subcommittee Updates

##### Teaching, Research, and Library Faculty Promotion, Rights and Duties – Joel Bach

J. Bach unable to attend Senate meeting, will provide report next meeting.

##### Helpdesk Type System for Campus – Ray Zhang

R. Zhang talked to CCIT. They are waiting for Senate to form a team to work with them. L. Carr will send the names of the "Team Senate" to R. Zhang and then work will proceed. Team Senate will be the folks to whom the help desk questions go to for answering. Bernard Bialecki will take on role of Team Senate.

##### Faculty Mentorship and P&T Transparency – Kim Williams

K. Williams: We held town hall-style meeting. In addition to the sub-committee, 20 faculty members showed up, including three department heads. They were successful in collecting constructive comments. The index card system worked for anonymous comments. The committee broke into two sub, sub committees (Mentoring and P&T). The P&T group met last week, full committee met last week and mentorship met this week. Issues to fix: nowhere is it stated what the application packet should look like. It is stressful for faculty to get this at the last minute and try to prepare a package. T. Boyd is looking at this while working on Handbook. Regarding procedures, K. Williams feels the faculty should receive a three-month warning of what their packet should look like, if it is not given to faculty in that time frame then they (administration) will need to wait until next time. K. Williams has informed T. Boyd, so that he is aware, that some of these procedures, once clarified, may need to be put into Faculty Handbook. The big concerns: the moving target and the bar is continually raised. How can the process keep the bar steady as people rotate on and off the committee? J. Spear: Can there be a set of written metrics, so that if the committee changes, then the process will remain fair? Problem: if there are too many rules and metrics then the process is inflexible. The P&T Committee is faculty driven and should remain faculty driven. K. Singha: there should be some

general guidelines but they should not be too rigid. K. Williams: sub-committee will continue their work and when ready they will bring it to the Senate. There seems to be a disconnect between campus-wide P&T and Department P&T which needs to be streamlined.

Should P&T members be announced to campus? The members are not secret, but at the same time, administration has not announced the members. The membership of the P&T committee should be e-mailed to all of campus.

Issue: if the bar is you need to have two PhD students to get tenure, but post docs and master's students don't matter, then faculty will only want to take on PhDs. That is a problem and needs to be resolved. Departments with non-thesis master's students, have the issues also. Example: one faculty member in hydrology has ten master's students each year, yet gets no credit for that toward P&T.

Strategic Plan - L. Carr will draft letter to Provost answering his request for feedback on the plan regarding metrics. The discussion regarding the letter will continue via e-mail due to time constraints.

### Councils

Undergrad Council – K. Singha created a draft document of rules and procedures on how UGC should be run since the bylaws regarding UGC were unclear. She will post on BB or send it to all of the Senate members.

Grad Council – D. Knauss Presented re-written bylaws to Council which will be voted on next month then presented to Senate after committee has approved the recommended changes. Voted on course changes and additions. Also, discussed MA students going to PhD programs and the application process between each program. There is not uniformity between departments on how this is handled. This changes statistics dramatically when counting degrees. Spear: the degree process should be more streamlined across departments; same with curriculum. It is not a fair comparison when you compare degrees per department for financial allocation. There was also discussion on which other tasks Graduate Council should focus.

Research Council – U. Greife Undergrad research fellowships: applications are open. Have about 50 projects from faculty. If 40 or 50 students apply, then all may be funded. Research Excellence Award nominations for faculty are open now. The way the awards are split is more clearly defined. Split: ten years or less in self-directed research (after grad studies and post doc) Self-directed means as a faculty member or researcher at a national lab. The ten years could be comprised of research at other places in addition to Mines. Poate Fellowships will be handled differently. A proposal from T. Boyd indicates that some of the decision making could be done by sub committees of Research Council. L. Car recommended that U. Greife attend the

Strategic Initiatives Council meetings. Greife met with Barbara O’Kane and reported Research Council concerns to her.

Faculty Handbook Committee – R. Zhang Meeting is next Wednesday, nothing new to report.

Board of Trustees Update – T. Illangasekare – No report, did not attend Senate meeting

Other Standing Issues and One-Time Issues

Appeal process, upcoming appeal on 11/15 in Hill Hall 300.

Faculty Senate luncheon with the Board of Trustees: March 28, 2014, Ballrooms D and E, 12-1:30 All Senators should attend this luncheon; BOT is ready and eager to work with Faculty Senate. D. Knauss and B. Bialecki may be out of town.

Choose Reader of Names for Graduation: Junko Marr was great last year; L. Carr will ask her to read names again. Jerry Bourne volunteered and Ken Osgood was willing to serve as back-ups if J. Marr is not available. L. Carr will submit names to T. Parker.

Confirm March 26, 2014 for faculty distinguished lecture by Ric Wendlandt at 4:00 p.m. It is important for Senators to attend. Senators agreed that the date is good.

Biology Minors – L. Carr Senate can begin talking about it in fall, have proposal for administration ready for spring. Bio minors are spreading across campus. L. Carr will send around the memo from administration outlining this issue.

Epics II – Administration wants feedback regarding the possibility of eliminating EPICS II. Senate needs to discuss pros and cons and then present administration with a recommendation. Undergraduate Council should also discuss this. Changing EPICS II changes all graduation requirements; many departments have already changed the class from its original state.

New Mining Department Head, Dr. Priscilla Nelson, has been hired. She is impressive and will be a great addition to the faculty.

Scanner issue: Derek Wilson agreed to buy a new scanner, but that was not the actual request. K. Singha will talk to L. Carr regarding the actual request, which is the personnel to scan the exams and run the existing scanner.

E-mail issue for deceased/departed faculty members: Administration has legal reasons to cut off e-mail accounts upon a faculty member’s separation from Mines. L. Carr will follow up with provost.

Senate will talk to administration regarding appeals process in the spring. Administration wants to protect members of P&T committee; Senate wants to support faculty member in appeal process. Everybody agrees appeals process needs improvement.

Regarding programs that draw faculty across department lines, to whom do they report? Some want to report to a Dean but many think that will not work. Hydrology: very significant program on campus, but no clear budget program and no clear chain of command.

Meeting Adjourned

Next meeting: Tuesday, November 26, 2013  
2:00 in 300 Hill Hall