COLORADO SCHOOL OF MINES
FACULTY SENATE MINUTES
August 26, 2014 2:00-4:00 p.m.
Student Center 236

ATTENDEES: Dan Knauss (President)**,** Corby Anderson (MME), Joel Bach (ME), Jurgen Brune (MN), Lincoln Carr (PH), Graham Davis (EB), Jason Ganley (CBE), Ben Goertz (GSA), Patrick Marshall (USG), Dinesh Mehta (EECS), Thomas Monecke (GE), Ken Osgood (MB), Kamini Singha (HS), Natalie Van Tyne (EPICS)

APOLOGIES: Uwe Greife (PH)

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1. Introductions: senators, guest faculty, undergrad/grad reps, administration members (5 min)

2. Visitor updates and minutes (10 min)
    2.1. Provost update – Terry Parker (5 min)

    Parker welcomed Senators back to campus and gave a report on faculty hiring. There were 272 FTEs last year, this year CSM has 285 FTEs. There were 37 searches last year resulting in 25 new faculty members, there are three more searches in progress, nine positions open, five other positions are being reconfigured and re-started. This year CSM will deploy 33 searches, including unfilled searches rolled over from last year: 14 in CERSE, 12 in CECS and 7 in CASE.

    Parker reported BOT meeting will take place on August 29 and he distributed BOT document outlining faculty hiring. A 45 million dollar renovation or rebuild to Meyer Hall will be formally announced in the near future. CSM has received 15 million dollars from the state, a major donor will cover a large part of the rebuild and the rest of the money will come from CSM funds. The decision has been made to scrape and rebuild. Meyer will be evacuated in stages by December of 2015, ground will be broken in January of 2016. This is the single largest bricks and mortar gift the campus has ever received.

    Tom Boyd revised the Procedures Manual over the summer, it is a "how to" manual, not a policy manual. Boyd will share the revisions with campus and seek feedback on September 1.

    CCIT has been making significant efforts to bring CSM business practices up to date. Travel and Expense Management (TEM) process is going on-line, the Workflow piece is almost up and running. Travel and Expense is a banner module that is a subpart of the overall Workflow modules. The details of getting this working has been a major strain on CCIT Staff. Cayuse was brought forward by CCIT to ORA 1.5 years ago. It is an enterprise level system used to manage proposal entry and grant management. Because there is a great deal of interface between IT and business practices, our current business practices will need to change somewhat to interface with the IT needs.

Carr asked about the student/faculty ratio for advisees, Parker replied that there is a metrics book put together by his office to inform hiring decisions; information in the book answers Carr's question. Senate is welcome to have a copy of this document for review.

Carr commented that when rebuilding Meyer, the administration should bring in experimental high precision experts to make sure the building is built with the faculty research needs in mind. Parker agreed that a lab planner will need to be involved and should consult with physics professors. Carr asked about the opportunity hire policy. Parker reported the intent of opportunity hires is holding back a certain number of hiring lines that are meant to be used in an opportunistic way to increase diversity or to capture somebody with skills that CSM is strongly seeking. In actuality, the authority for opportunity hires is at the Dean level, a DH goes to the Dean and expresses an interest in an opportunity hire, if it looks good, then a search committee evaluates a pool of one, and a decision is made to hire or not to hire. This puts the due diligence pieces in place for individual candidates. Opportunity hires are designed to increase diversity, but sometimes will work for other hires.

Lara Medley – Regarding MLK day, Medley reported the Calendar Committee will discuss the issue this year. Carr emphasized that there is a great deal of faculty and student support on campus to close school in observance of MLK Day.

2.2. Approval of past minutes (5 min)
Minutes from May 18 meeting approved. Motion: Brune. Vote to approve: Unanimous.

3. Major topics of discussion (25 min)
    3.1. Leadership nomination committee – Joel Bach (25 min)
        3.1.1. Update on committee nominations and remaining appointments
            Recording Secretary: Annette Pilkington, Vote to approve: Unanimous.
            Secretary: Ken Osgood, nominated by Osgood and Singha, Vote to approve: Unanimous.
            Parliamentarian: Graham Davis, nominated by Knauss, Vote to approve: Unanimous.

        3.1.2. Department Liaisons - Bach
            Bach sent a survey to faculty asking for their areas of interest in serving on committees. Survey results: 120 faculty responded out of 280. Bach received enough names to fill all committees this year. The following Senators will serve the unrepresented departments: Library-Graham Davis, Athletics-Joel Bach, Geophysics-Kamini Singha, and CEE- Dan Knauss. Dinesh Mehta agreed to serve as Chair to the Academic Standards and Faculty Affairs Committee, which deals with student appeals issues. An additional committee needing a Senator is Faculty Oversight for Sports and Activities (FOFSA), Leadership Nominating Committee Chair is Joel Bach, Senate representative to Assessment Committee will be Natalie Van Tyne, Calendar Committee representative will be Jurgen Brune. Handbook Committee needs a faculty member. Leadership Nomination Committee Chair (Bach) will make the decisions as to who should be on the committee, he will spread representation around within the colleges. University Committees: Carr will

chair the Student Publications Board until he can secure a chair to take over for the year. Carr and Bach will continue to discuss staffing outside the Senate meeting. Budget Committee Chair is Kirsten Volpi; Assessment Committee Chair is Kay Schneider. Biosafety Committee has not been meeting, but it is on the books; Carr suggested combining Biosafety Committee back into the Safety Committee. Budget Committee requires a Senator, Greife will take that role again this year. Conflict of Interest Committee has not met recently. Bach needs to find out who chairs the committee, he will contact President's office to see who is serving as chair. Gianquitto is chair of President's Committee on Diversity and Bach will pass names of interested faculty along to her. Student Conduct Appeals Board is chaired by Dan Fox, several faculty members are interested. Bach will work with each committee chair to staff their committee. Regarding ad hoc committees such as the Architectural Committee, Carr suggested creating a Senate memo to address the ad hoc committees and to define the three different types of committees. It was noted, if a committee meets for three years then it is supposed to become a regular committee. Medley will send a request to the Faculty Handbook Committee that the Classroom Committee become a University Committee; to be a University Committee it needs to be in the Handbook. Library Committee has been disbanded by the Provost, the question was asked, should it be reinstated? Graham Davis, as library liaison, will investigate this issue with library staff. Ethics Across the Campus has been an ad hoc committee over the years, Mitcham wants this to become a formal Senate committee. Davis noted that there are big gaps regarding ethics in the Handbook and the Procedures Manual.

3.1.3. University Promotion and Tenure Committee

Three full professors are needed from departments that are not currently represented. Faculty members were discussed for submission to the Provost. Discussion took place whether the Senate and/or the entire faculty should know the names of the P&T Committee; some argued the names should be made public for transparency and for the Senate to know who to nominate; others argued that people serving on that Committee are not comfortable having their names identified to campus. Davis reported that he has served on the University P&T Committee and as a member, he preferred anonymity. Davis suggested that the Senate should, as a courtesy, ask people on the P&T Committee if they want to be identified or remain anonymous. Bach proposed that the make-up of the committee be disclosed only to the Senate or only to the Senate Executive Committee, allowing some transparency, while allowing some measure of anonymity to the committee members.

To staff the new Teaching Faculty Committee, full teaching faculty professors are needed; several names were discussed, Carr will continue identifying possible members. Potential Tenure/Tenure Track Committee members were discussed, Bach received many volunteers, and he will submit the names to the Provost. Teaching Faculty P&T Committee names were discussed. Knauss noted the need for 14 names to be submitted for seven spots on these two new Teaching Faculty committees.

4. Introduction of campus committees and regular responsibilities (10 min)

    4.1. Undergrad council – Jason Ganley
        Council will meet September 10.

    4.2. Grad council – Jürgen Brune
        Council will meet September 3.

    4.3. Research council – Uwe Greife
        Council will meet in September.

    4.4. Leadership nomination committee– Joel Bach (mostly treated in key issues above)

    4.5. Faculty Handbook Committee – Graham Davis
        Davis passed out Handbook Committee's document identifying known issues. Boyd would like Senate to let Committee know which issues are the top priorities for the Senate; four issues include: a) Promotion process for Research and Library Faculty (Handbook sections 8.1 and 8.2), b) P&T Expectations and Requirements (sections 8.1 and 8.2), c) P&T Appeal Process (section 8.3), and d) Rights, Duties and Promotion Expectations for Teaching Faculty (sections 4.3, 6.1 and 8). Boyd wants to know if Senate would like to suggest language for P&T Appeal Process revisions. Boyd wants to know if there is anything else the Senate would like to add to the list of issues. There is an update to the Procedures Manual and Boyd wants the Senate to weigh-in on the Procedures Manual revisions, which will be posted on September 1. Senate agreed that the mentorship program that was put forward to AA last year is still a priority for Handbook Committee.   Osgood stated that Rights, Duties and Promotion Expectations for Teaching Faculty should remain a priority for the Handbook Committee.

    4.6. President's Cabinet highlights – Dan Knauss
        Notes from Cabinet meeting distributed today via e-mail.

    4.7. Brief report on any other committees
        No other reports.

5. Board of Trustees Faculty Trustee update – Tissa Illangasekare (5 min)
    Illangasekare reported his approach to working with the Board, which is building one-on-one relationships with the trustees. Carr suggested that members of the BOT should be invited by faculty to attend classes and should be invited to other events on campus. Illangasekare tries to get CSM faculty members to talk to him about their issues, but has not had much success; he asked Senators to give him input so that he has information to communicate to the BOT. Faculty Senate would like to meet with the BOT without the administration present.

6. Major topics of discussion continued (20 min)

    6.1. Faculty survey discussion – Ken Osgood
       A brief discussion of faculty climate survey results ensued. Suggestion by Osgood to have Illangasekare mention the climate survey to BOT members.

    6.2. Mentorship - See comment under 4.5, Faculty Handbook.

    6.3. Teaching faculty - See 4.5, Faculty Handbook.

    6.4. Compliance and FERPA - Not discussed.

7. Suggestion of agenda items for year (10 min) - Not discussed.

8. Other standing issues and one-time issues (10 min)

    8.1. Last minute additions, if any - None

9. Meeting Adjourned to Executive Session at 3:40 p.m.

10. Meeting reconvened with discussion of Faculty Climate Survey Results
Motion was made and seconded to open up the comments from the faculty survey to the full Senate. The comments from the survey were previously only available to the Executive Committee. Mehta, Singha and Osgood were charged with beginning to evaluate the data.
Vote to approve: Unanimous.

➔ **Next meeting September 9, 2-4 pm, Hill Hall 300**