

Colorado School of Mines – FACULTY SENATE MEETING MINUTES
 August 28, 2018, 2:00 – 4:00 pm, Hill Hall 300

Attendees:

P	Tzahi Cath (CEE), Chair
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Voting Members: 12 total (7 needed for quorum). Quorum was present

P	Linda Battalora (PE)	P	Jeff King (MME)	P	Alexis Sitchler (GE)
P	Paula Farca (HASS)	P	Jon Leydens (HASS)	P	Angie Sower (CH)
P	Gus Greivel (AMS)	P	Lisa Nickum (LB)	P	Neal Sullivan (ME)
P	Alina Handorean (EDS)	P	Marcelo Simoes (EE)	P	Steve Thompson (MME)

Other Attendees and Guests:

P	Joe Bourgeois (GSG)	P	Colin Terry (Student Life)	P	Luke Prather (CCIT)
A	Michaela Serpas (USG)	P	Cathy Timm (RO)	P	Megan Sanders (Trefny)
P	Tom Boyd (AA)	P	Carol Smith (LB)	P	Sam Spiegel (Trefny)
P	Lara Medley (RO)	P	Jurgen Brune (MN)	P	Jenifer Veloff (Trefny)

1) **Welcome New People**

Tzahi Cath

Tzahi welcomed all the new Senators and reminded them that the Senators are not representatives of their department on campus, rather they represent all faculty on campus. The new Senators to serve 3 years are Alexis Sitchler (GE), Steve Thompson (MME), and Neal Sullivan (ME). The following people will serve for two-year terms: Gus Greivel (AMS), chair of the UnderGrad Council, Alina Handorean (EDS), Lisa Nickum (LB), and Angie Sower (CH). Two new Student Government Reps are: Joe Bourgeois, GSG and Michaela Serpas, USG. New administrative support from Cathy Timm (Curriculum Specialist RO).

To work in the most efficient way possible, Tzahi will meet with Cathy before the meeting and recommends that the UGrad and Grad Council chairs do the same. The Canvas web pages for 2018-19 are created with all reference materials and files for everyone to review documents before meetings.

2) **Provost / Academic Affairs Update**

Tom Boyd

Reorganization update. The reorganization was announced a week before Fall semester started. Boyd thanked the Senate for providing input which was very much appreciated and gratifying to see that Senate concerns and questions were basically the same as department heads. Things are starting to settle in; the Deans have either changed who departments are reporting to or will be doing so in next week or so. Various handoff meetings are happening. He has formed an Academic Affairs Academic Cabinet that consists of himself, the Deans, Senate Executive Committee, and Department Executive Committee. He is asking that all come to meeting with agenda items. One item in particular is to follow up on discussions with Trefny Center on student evaluations.

Department heads are starting work on department promotions and tenure committees. Goal is to unify messages department heads are giving to committee members and will discuss whether or not there should be mandatory or voluntary trainings. Will have discussion and would like to get Senate and department head advice on several hiring decisions in AA.

Many things going on behind the scenes for faculty that are related to reorg. Working with 3 college administrators to redefine their roles in AA. Proposal has been provided to Boyd; they will likely convert these positions into an AA institutional research specialist – writing reports that department heads and AA need to pull together data. Also hopefully institutionalize some of the reports faculty uses. One position will be an HR specialist to streamline and coordinate onboarding for faculty. Also, looking to have an AA process management specialist. These will be transitions of people, not necessarily new positions.

In a parallel process, looking to realign the 3 fiscal officers. Proposed model will have 2 fiscal officers and an AA budget officer.

Related to new Vice Provost (replacement to Dean Graves upon her retirement at the end of the year), Boyd will ask Academic Council for advice and opinions. Thought is to fill with an interim position and let new Provost hire permanent person.

Boyd is pulling together administrative office staff to understand what we have to do in back office systems to reflect the demise of the colleges – student system, finance system, website, etc.

Two weeks ago the Provost met with Deans for recommendations for upcoming searches. He authorized 18.5 FTE searches to include 4 department head - Geology, Mining, Economics and Business, and Electrical Engineering. This means 14.5 line faculty and 4 department heads.

Finding space has been a challenge; Boyd is working with Deans and other VPs to manage. There are a lot of moving parts, but wanted to make everyone aware of a few moves coming within next month.

- OGS is currently in student center. The admissions function will move to Jackson. Admissions will report up to enrollment management. The student services function (deals with current students) will stay in student center for next semester. Student services may be co-located in Registrar's Office which would provide a one-stop shop for students and may report up to Registrar. This is still TBD; in the near term they will report up to Jahi, reporting to Graduate Dean.
- The Team Up house (K-12 teacher program) is in one of the houses next to the President's house; they will move to CoorsTek. Title IX and compliance will move into this existing space.
- Kevin's administrative offices in Brown will move to Engineering Hall. Kevin's space is being turned into Faculty office space.
- Roel has moved to Hill Hall. Sridhar will be the new Associate VP for Research and will be moving up to Stephanie's area.
- Multi-Cultural Engineering program will move to Coolbaugh House.
- President Johnson has moved out of his office, now located in Belltower office, just outside of AA. The ceiling of the President's office has collapsed. Once the President's office is restored, the Provost will be move to the Belltower office during remodeling/repair of the Provost office.

Provost search is moving forward. Met with search firm in July and expects to see applications within next two weeks. Intent is to bring candidates in the middle of Sept. with outside chance to have someone January 1st.

3) Registrar Update

Lara Medley and Cathy Timm

Medley posted a document that outlined each of her staff responsibilities. Newest addition is Cathy Timm who is here to support FS and the Councils; she works part-time. As well, shared the results of the "happy or

not” survey, achieved a 97% green, very satisfactory rating, with over 4000 hits. She reiterated the RO’s goal to assist FS and Council achieve their goals and ask us for help.

RO has instituted a process to notify faculty of students that have added or dropped. RO will continue sending report thru census. Some feedback has been received which we will assess: request for CSV file, user names and email addresses, similar reports for sections. Additional feedback is welcomed.

Regarding classrooms; RO was able to fit everyone in to existing space, but barely. It’s been a challenge and apologize for inconvenience. Will take classroom data from about 15 years ago and compare it to today; will likely find same number of classrooms for double the number of students. Will have more information.

Question about whether faculty can add a student to Canvas was raised. As it relates to census, a student can be added to Canvas, but it will not necessarily mean that the student is registered in the class as all registration is processed through Banner. Canvas is updated about every 2 hours – at least through census day.

In ME, issue came up with a student desiring to share more information with employer that they have an area of emphasis within the department of their major. This construct does not exist today. Medley stated that a few majors in the past did this. It would be a program change and embedded as part of the major; the RO can help the department make this change that would be submitted through Council. Medley is working on a program with AACRAO office in DC related to “transcript of the future” and defining it for Mines. She is looking at items that can be included on transcript, not badges, but faculty verified items that can go on a transcript. Minor and ASI does show up on transcript.

Timm reviewed the documents created for Council members outlining the deadlines and processes for program and course submittals. RO is available to help departments make changes. Cath suggested these be distributed to department heads.

4) **Course Evaluation Report**

Jenifer Velloff, Megan Sanders, Sam Spiegel from Trefny
Luke Prather from CCIT

The team shared presentation and key information about course evaluation process. There are numerous programs and courses coming online and it’s important to look at evaluation process for all types of classes.

Question came up related to online semester timelines and evaluations; there are specific dates within the semester to offer an 8 week course; they cannot be offered at a random start date within the official calendar.

While the discussion is centered around the online piece, the overall process is important. Issue still exists to ensure students are doing the evaluation. In addition, there are short-form courses that may need a hastened timeline for courses that fall outside of traditional semester.

Another area of concern is response rates – seems to be around 60-75%. There are a number of reminders and notifications to complete survey; prompts cease once evaluation is completed. Team can adjust language and timing. Feedback is encouraged. Timing is important – whether it’s before or after finals and how that might impact data.

A few existing questions have been changed slightly. Changed up a few minor items; keeping items similar so accreditation is not impacted in comparing items over time. Pilot survey was completed for Summer II. Proposed changes today are related to questions for online classes only. While some of these are relevant for all classes, some are different and not applicable and will need more discussion with colleagues.

MOTION: Propose that we use the new questions as outlined as a pilot for one academic year for online courses only. And include the process and questions as presented.

Motion by: King, Seconded: Simoes. Approved.

5) **Approval of Minutes**

Tzahi Cath

Information only, all minutes from previous year are final and posted in Canvas

6) **Committee Seats to be Filled**

Alina Handorean

Noted below is list of Senators who will be serving on different Committees this year:

Academic: Standards: Jeff King

Assessment: Alina Handorean

Budget: Neal Sullivan

Calendar: Angie Sower

Executive: Tzahi Cath, Alexis Sitchler, Linda Battalora, Marcelo Simoes

Grad Council: Marcelo Simoes

Handbook: Lisa Nickum

Faculty Oversight Comm on Sports and Athletics: Steve Thompson

Leadership Comm: Alina Handorean

Library: Paula Farca

Readmissions: Neal Sullivan

Survey Comm: Jon Leyden and Angie Sower

Undergrad Council: Gus Greivel

Handorean shared document outlining open committee positions and names of people being nominated for the Faculty Senate to discuss. The list represents all volunteers based on the call out for people. Purple color next to their name means that they did not qualify (typically because they cannot have 2 from same department). The column with "v" next to person's name represents the person being nominated to pass along to President's office. Comment from the Senate was that this was a great list; no concern expressed on names. Cath asked Handorean to move the list forward on the committees that have enough nominations; they include: Assessment, Biosafety, Budget, Calendar, Conflict of Interest, Faculty Handbook, Faculty Oversight on Sports, Promotion and Tenure, Readmission. Handorean will continue to work on names for the remaining committees. She will provide update at next meeting.

7) **Nomination for Faculty Trustee**

Tzahi Cath

2 year term ends Dec 2018 – (current representative is Terri Hogue). Senate will need to start election process and gather names. To be discussed at later date.

8) **Suicide Prevention / Mental Health Committee**

Neal Sullivan & Colin Terry

Sullivan and Terry shared the initiatives being pursued and are seeking FS support and feedback. The committee includes Academic Faculty, Student Life, President's Office, Counseling Center, PR, and Student Health; it's a broad group. The team has contracted with a 3rd party to look at current responses and action regarding mental health support and to glean best practices. Contracted with Dr. Sally Spencer-Thomas, an international expert in suicide prevention. She has PhD in psychology and is well published. Idea from the committee is to hold a campus forum; FS would initiate this activity.

Sullivan asked for ideas; he wants to expand faculty engagement. Consultant will do extensive assessment and would like to do focus groups with faculty, staff, students, and president to understand the culture.

In last 15 years, there have been 9 suicides on campus, 3 in the last year. Seen some concerning trends that we want to address; it's not necessarily unique to Mines. Mines contracts through Colorado and Nat'l hotline

for suicide prevention. Our counseling center has an option for immediate help during off hours. Question came up about the availability of services for faculty and staff. Options are limited and it's important that it be addressed for this group as well. Timeline is to potentially hold a forum in September (Nat'l Suicide month) and report in Jan/Feb.

9) **Library Committee Update**

Paula Farca & Carol Smith

Farca and Smith shared update on renovation and work over summer. Farca thanked the Faculty Senate for their support. A survey was completed supporting the renovation. Asked for money from the state - \$10 million and hope to receive it in installments. Some dollars may come from Mines, then the balance through fund raising. The budget was cut from \$19 to \$13 million. Capital planning may look to give more money if we have success in private fund raising. Team is moving into fund raising mode.

Renovation itself includes a new west entry on level one and the design maintains the current entry. Coffee shop will be relocated close to new entry with more seating inside and outside on a patio. The committee worked hard on an extensive process in a short time span.

10) **Grad Council Updates**

Marcelo Simoes

New Programs Mining Engineering

Jürgen Brune

[Status: appr'd at GC 3/7/18]

New Degree (3): MS-PhD in Earth Resources Development Engineering

New Degree (3): MS-PhD in Mining Engineering

Jürgen presented proposal to split the existing Mining programs. The Master of Engineering of Mines will be eliminated. Some objection was raised at Grad Council about the name being close to an EB program; so the MN team adjusted the name. Eventually will do combined degree, 4+1 with 6 credit double counted, at a later date. Simoes expressed that there was no contentious discussion at last Grad Council meeting.

MOTION: To approve the two new Mining degree programs as presented.

Motion by: Simoes, Seconded: Leydens; Approved.

11) **UnderGrad Council Updates**

Gus Greivel

Nothing to report.

12) **Miscellaneous Business**

Tzahi Cath

- Topics to discuss in upcoming year
 - Voting privileges for USG (and potentially GSG) committee members
 - Add'l representatives from to Councils (Program representatives)
 - Faculty climate survey results
 - Consistently of MS, MS-NT across campus
 - Tech fees and CCIT
 - Research Council update
 - Other suggestions from Senators
- FS Coffee Hour and/or Happy Hour

Meeting formally adjourned at 4:00 pm

Next Meeting: Tuesday, September 11, 2018, 2 – 4 pm, Hill Hall 300. Please send all items for agenda to Cathy Timm (cgtimm@mines.edu) one week prior to the meeting.