

Colorado School of Mines – FACULTY SENATE MEETING MINUTES  
 October 23, 2018, 2:00 – 4:00 pm, Hill Hall 300

**Attendees:**

P	Tzahi Cath (CEE), Chair
---	-------------------------

**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)	A	Steve Thompson (MME)

**Other Attendees and Guests:**

P	Joe Bourgeois (GSG)	A	Colin Terry (Student Life)	P	Kristin Farris (USG Proxy)
A	Michaela Serpas (USG)	P	Cathy Timm (RO)	P	Sarah Hitt
P	Tom Boyd (AA)	P	Lara Medley	P	Alexandra Newman (IN)

1) **Provost / Academic Affairs Update**

Tom Boyd

Business officer interviews. Boyd is interviewing candidates for this position. Also, college fiscal officers are working w/finance and ops to redefine their roles on campus; changing from college specific to task specific and will provide services across the portfolio. They are developing a white paper.

Academic Affairs hires are posted to the public. There is an open external search for the provost for enrollment management. Communication was distributed last week for internal search for Vice Provost. Chergo, who has been doing business process reengineering, is retiring; her last day is at the end of November. This position will be split into two half time positions; a business process engineer and the other will help support students write fellowship and scholarship applications.

International office staff change. Samter is no longer with Mines; Kramer has taken over responsibility. Will likely split job into two full-time positions; one an international advisor and the other will be a faculty development position to support faculty as they do study abroad trips with students.

Provost search is ongoing; phone interviewed 8 candidates and is enthusiastic about 2 of them. Additional phone interviews are still TBD on calendar. Question came up about how the search process will continue. In the past, have done airport interviews and process is still being worked out. The current plan is to bring shortlisted candidates for a first short interview with the leadership and search committee and a second visit for meeting with campus. The plan is to have the visit in November.

Board of Trustees meeting is scheduled for the 26<sup>th</sup> of October; there are several important items on the agenda. He will introduce four new degree programs – Advanced Energy, GIS/Informatics, Smart Grid, and Resource Commodity Analytics. In November, two additional programs will be introduced: certificates for Electrical Engineering and new Mining Degrees. Also, department heads are making presentation for support for multi-year contracts.

Mines and Department of Interior held a signing ceremony yesterday and entered into a formal partnership to collaborate to bring about 150 USGS staff scientists to campus and build a facility. Board of Trustees will be formally voting on this on Friday. It will bring laboratory resources and significant new staff expertise to campus. New 150,000 sf building with likely be occupied in 2022.

## 2) Registrar Update

Lara Medley

### ▪ Naming Convention of Certificate Programs

Medley shared an email outlining the definitions for certificates that came as a result of Zhou's research. Her recommendation is that these programs should be approved through Grad Council. Students can obtain two certificates if they desire; and, it could be used toward their Masters or PhD as well.

### ▪ Summer Schedule

Currently there are two summer terms that do not overlap. Going forward, with two terms together, a student can obtain financial aid. Also will have parts of term with a 14 week session; all 707 and graduate students will go into this one. Then, summer I and summer II are both 6 weeks. There is a special fourth summer term that is 8 weeks for Physics. Question as to whether other departments can have access to this 8 week course; Medley indicated that they are open to looking at others if there is a need. Everything will look the same for students. Currently, registration for summer occurs in April. Medley shared that this might change in the future to accommodate the summer terms.

### ▪ Miscellaneous Updates

Question raised about policies pertaining to academic standards and how grades are administered. Medley indicated that this is a procedure that faculty deals with; not an Academic Affairs or Registrar item.

New withdrawal policy is in place. Students can go on Trailhead and drop one or two courses; they cannot drop from school (need to go to financial aid office). An automatic process runs each evening that sends email to professor. There is a 5 business-day period where professor and student can agree to put them back in the course. The advisor currently does not get notification, but this functionality will be added so they are informed of a withdrawal as well. The 5 day period to reenroll is attached to the day that they drop, not necessarily the November 16<sup>th</sup> deadline to drop from a class. Both the student and professor have to give notice that they are to be put back in class, not the academic advisor.

## 3) Approval of Minutes – October 09, 2018

Tzahi Cath

**MOTION:** To approve minutes of October 09, 2018 with corrections to the names of student rep attendees as noted by Greivel.

Motion: Greivel, Seconded: Nickum. No abstentions. Approved.

## 4) Committee Nominations

Alina Handorean

▪ Vice Provost Search Committee member. Stichler volunteered to sit on this committee.

▪ Research Committee member

Tzahi Cath

Currently, the committee is moving forward; the council is on hold. No Senators have volunteered to sit on this committee; Cath will meet w/department heads. Cath will have an update for next meeting on how to proceed with the Committee.

## 5) Nomination of Faculty

Tzahi Cath / Alina Handorean

▪ Faculty Trustee – 2 year term ends Dec 2018 – (current representative is Terri Hogue)

On 10/22/18, Handorean sent out reminder looking for candidates with no names yet. Cath suggested that Senators continue to seek out people who are willing to serve.

▪ Distinguished Lecture Series – No additional discussion.

## 6) Grad Council Updates

Marcelo Simoes

Simoes shared that the subject of voting privileges for graduate student rep was brought up and there was not an opportunity for discussion; it will be continued at next meeting.

### 6.1 Interdisciplinary

Alexandra Newman

[status: appr'v'd GC 10/17/18]

2 new programs: MS-NT | PhD Operations Research with Engineering

1 program chg: Deactivate MSPHD-INTDSC (remove the PHI under Interdisciplinary section)

Newman presented an overview of the new program. The PhD has been in place since 2011, as part of the Interdisciplinary program. Now proposing the program become a permanent one with the addition of a MS-NT. Mechanical Engineering, Computer Science, and Math and Statistics are contributors to the program.

**MOTION:** To approve programs as submitted.

Motion: Simoes, Seconded: Sullivan. One abstention. Approved.

### 6.2 Petroleum Engineering (PE)

Xiaolong Yin

[status: appr'v'd GC 10/17/18]

4 programs chgs: MP, ME, MS & PhD Petroleum Engineering

Yin shared an overview and proposed changes.

**MOTION:** To approve programs as submitted.

Motion: Simoes, Seconded: King. Approved.

### 6.3 Geophysics (GP)

Yaoguo Li

[status: appr'v'd GC 10/17/18]

1 new program: Computational Geophysics Track

Representative was not able to attend meeting; this will continue to next meeting.

## 7) **UnderGrad Council Updates**

Gus Greivel

Greivel shared that there are no major program changes to date.

There have been discussions around approval process for new online delivery of courses. Determined that Council did not want to be approving delivery modality for courses; faculty have expertise in this area. The course approval mandate is to look at substance and/or duplication. Met with Boyd and agreed that changes would be brought forward as an information only to maintain a record. If student takes more than half of their credit hours in online courses, the degree turns into an online one. At undergraduate level, the eventuality of this happening is out about 10 years. The online piece is different than other teaching modalities; it is important for HLC and also for students so they can properly register for a course. The online modality is being tracked and managed and the Trefny Center is ensuring that all have training.

Undergraduate Council has reinstated a core curriculum committee; the first charge is to collect information from constituents to see how and whether the core curriculum is still serving students. Structure will work as an ad hoc one of the undergraduate committee with guidance from necessary departments. Recommendations will be made to Council for vote, then to Senate. Membership will include everyone that has core course offerings, including distributed core. Greivel envisions this as a standing committee.

## 8) **Miscellaneous Business**

Tzahi Cath

### ▪ Undergrad Research Journal

Sarah Hitt

Hitt shared a document outlining the program as well as the website – mines.edu/undergraduate-research/reuleaux/. Daily blasts started today; advertisements will be on display on campus. Events will facilitate more submissions. Workshops will be available for students to help revise their work. Submission will close on December 1<sup>st</sup>. Objective is to make this available once a year.

Intellectual property question was raised about how student will work with advisor; Hitt shared that there is a form that needs to be signed. As well, concern raised about copy write issues and how they can be addressed so students can republish in future. Hitt shared that these are known issues and are being addressed; they've also looked at other institutions to understand best practice.

Request is that Senators talk to their departments and ask faculty to share with students. Also, she is looking for additional faculty to be peer reviewers.

### ▪ Promotion & Tenure – discussion

Marcelo Simoes

Concern expressed over the process for promotion and tenure related to voting in departmental P&T committees and whether a departmental vote for promotion and tenure is an open issue. Boyd, in a previous conversation, indicated that departments can make their own procedures related to voting. A recent situation has come up where department agreed to proceed with a secret ballot over a promotion and tenure vote; an investigation is underway and there is a push to ask people who they voted for. The issue is that the vote was initiated as a secret one and there is now pressure to disclose the specifics of a vote. Simoes feels that all ballots should be secret in a peer evaluation. Simoes is asking for a position from the Faculty Senate. Specifically suggesting that all items should be confidential and there should be a code of ethics regarding the subject.

### ▪ Research Council/Committee – update

Tzahi Cath

Currently, the committee is moving forward; the council is on hold. No Senators have volunteered to sit on this committee; Cath will meet w/department heads. Cath will have an update for next week on how to proceed with the Committee.

### ▪ Multiyear Contracts for Teaching and Library Faculty – update

Tzahi Cath

Cath sent letter with feedback from Senators; Boyd will know more after Board of Trustee meeting.

### ▪ Faculty Evaluation Task Force – update

Alexis Sitchler

Sitchler received a few comments from charge document. Next step is to identify chair. Chair does not need to be a member of Senate; but a Senator should be on the committee. Handorean will draft something to be sent to faculty at large.

### ▪ Visiting days of Prospective Grad Students – update

Alexis Sitchler

Meeting was held last week; Vice Provost and Deans have asked for feedback from departments and deans for weekend when this would work. They are looking for timing at end of February. In the past, there used to be funding for programs to bring people on campus for recruitment. It is still not clear if there is any money for individual events outside of the bigger one being planned. At issue is that a person has to be accepted before bringing them to a recruitment event; the timing of this is a challenge for programs. The model may not work for each department and program.

Motivation is to have everyone on campus at the same time to showcase the campus and surrounding area. As well, prospective students can check out all areas of the school. Deans and department heads are leading this effort. No action for Senate at this time.

▪ Freshman and Sophomore Class Withdrawals

Angie Sower

Continued discussion from update provided by Medley. With the change in the automated process, concern expressed about the vulnerable group of freshman that may need a little more time to discuss any changes and would benefit from a discussion with faculty; sense is that the change wasn't communicated well. Goal of making the change was to streamline the process; oftentimes student had to track down faculty at last minute to get the paper form signed. Determined that the addition of an email to advisor will be helpful; they will have the bigger picture of student's ability to complete on time and any impact on financial aid. As well, the 5-day window gives people the opportunity to react.

▪ Addressing Extra Credit in Class Syllabus

John King / Tzahi Cath

King will write something up on this issue. Approach may be to ask the graduate and undergraduate councils for opinion. Academic freedom allows faculty to set criteria for extra credit; yet, there is also responsibility for faculty to be clear with student.

▪ Voting Privileges for USG and GSG Representatives

Marcelo Simoes

Pending information and/or vote from graduate council.

▪ Faculty Climate Survey Results – update

Jon Leydens

Leydens shared that in spring 2017, a perceptions of leadership survey was completed. In 2018, a faculty climate survey was performed. Analysis on second survey is not complete yet; the qualitative, open-ended questions, took more time to review. The committee of two has a lot of work to do and would welcome additional members. There is some thought to have this a more formalized, permanent committee which would attract people to serve. With 2019 approaching, there is an urgency to get results completed.

▪ Active Minds at Mines

Neal Sullivan

Sullivan requested a discussion on the subject of Active Minds at Mines and request for funding to bring mental health exhibit to campus. Total cost is \$5000; about 25% has been raised. Request is for \$2,000 from Academic Affairs. Sullivan will post information to Canvas for next meeting.

▪ Additional Topics – no discussion

- Add'l Representatives from Programs to Councils
- Tech Fees and CCIT
- Consistently of MS, MS-NT across Campus
- FS Coffee Hour and/or Happy Hour

**Meeting adjourned** at 3:55 pm. Senators went into executive session.

**Next Meeting:** Tuesday, November 13, 2018, 2 – 4 pm, Hill Hall 300. Please send all items for agenda to Cathy Timm ([cgtimm@mines.edu](mailto:cgtimm@mines.edu)) one week prior to the meeting.