

Colorado School of Mines – FACULTY SENATE MEETING MINUTES
 January 22, 2019, 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	Andy Herring (CBE)	P	Marcelo Simoes (EE)
P	Paula Farca (HASS)	P	John Heilbrunn (HASS)	P	Alexis Sitchler (GE)
P	Gus Greivel (AMS)	P	Jeff King (MME)	P	Angie Sower (CH)
P	Alina Handorean (EDS)	P	Lisa Nickum (LB)	P	Neal Sullivan (ME)

Other Attendees and Guests:

P	Joe Bourgeois (GSG)	A	Tricia Douthit	A	Colin Terry (Student Life)
P	Tom Boyd (AA)	P	Michaela Serpas (USG)	P	Cathy Timm (RO)
P	Johanna Eagan				

1) **Provost / Academic Affairs Update**

Tom Boyd

▪ Staffing updates

Boyd shared that he's started on-campus interviews for Associate Provost for Enrollment Management and invites the community to attend and provide feedback. First candidate will be here on Monday, January 28th, 1-2 pm in Alderson 330. Another candidate on Tuesday, 29th, 1-2 pm in Alderson 340. The new position will have multiple units rolling up to them and is a key leadership position.

Interviews for Vice Provost candidates are also coming up; Tuesday, Wednesday, Thursday, February 5th through the 7th. A detailed schedule will be published.

The new Provost, Holz, will be formally assuming position on June 1st and will be on campus several times this semester. He will be here from February 5th through the 7th and will be involved in the interviews for Vice Provost. Tentatively blocked out Tuesday, Feb 7th at 2:00 pm to meet with Senate.

Associate Budget Director candidates were on campus a week ago and will solicit feedback and look to make decisions as soon as possible.

Nominations are closed for faculty awards. For BOT award, there are 3 nominations. For faculty excellence, 1 nomination. For teaching award there are 3 for teaching award, and 7 names for teaching faculty. Committee is making determination about the need for separate dossiers as next step. Cath received 3 nominations for junior research awards and 6 for senior research awards.

- Multi Year Contract Update – no contact from Board since last meeting in November. Next meeting is February 8 and cautiously optimistic of a decision before the meeting.

- Registrar's office is doing well. Ad for Registrar was released two weeks ago and there are 19 applicants. Additionally, there will be an ad for a specialist in Registrar's office. Close of semester went well; the push now is catalog production and scheduling. Boyd will follow up with Douthit on when scheduling will start.

2) **Registrar Update**

No additional update.

3) **Approval of Minutes** – December 11, 2018 and January 8, 2019

Tzahi Cath

MOTION: To approve minutes of December 11, 2018.

Motion: Greivel, Seconded: Handorean. 1 abstentions. Approved.

MOTION: To approve minutes of January 8, 2019.

Motion: Greivel, Seconded: Handorean. 1 abstention. Approved.

4) **Nomination of Faculty**

Tzahi Cath / Alina Handorean

- New Faculty Trustee to BOT

Handorean reported that voting was complete and Linda Battalora will be the new Faculty Trustee to BOT.

Handorean shared that the next nomination activity is to elect 4 Senators and a President; would like to start late February. There are specific requirements from bylaws and need to have in place by April 15th.

5) **Other Committee Updates**

Tzahi Cath / Alina Handorean

- Research Committee member – nominees

Cath has invited Stephanie to share information.

- Faculty Research Awards – update

Cath received 3 nominations for junior and 6 for senior award; next step is to meet with research office and make assessment.

- Calendar Committee – update

Angie Sower

Sower provided updates that will be voted on in coming week. In spring semester, will do normal days on the calendar due to misunderstanding of the way it was presented.

Fall semester will begin on a Monday in the fall and Wednesday in the spring. Desire to have career day a non-class day and shift it to a Wednesday to not impact the Tuesday/Thursday schedule so much. Concern is with multi-section or lab classes that run all week. Group thought that lecture and recitation would be cancelled, but labs and studios could still run so as many students can participate as possible. Evening classes would run as scheduled. Question raised about graduate classes being cancelled; Sower will verify. Concern still exists about having enough contact time with students; Sower shared that this was discussed in depth and determined that having a career day is important. No issues raised by Senators.

- Library Committee – updates

Paula Farca

Farca expressed concern that library faculty will not be included in multi-year contracts. Farca presented two documents with background and information to potentially share with Boyd for the Board in making decision. Discussion around whether or not to send the additional documents to the Trustees. Cath will forward documents to Boyd to send to BOT as additional information. A Senate vote was not necessary.

- Budget Models ad hoc Task Force Alexis Sitchler
Sitchler shared that an ad hoc task force has been created to look at budget models for different departments, potentially changing the weighting. Department heads will be on the committee and Boyd asked if faculty senate wanted to be represented. Sitchler volunteered to participate. Sullivan is on the budget committee and they represent two different types of work. Sullivan and Sitchler will discuss off line and determine if both or either can attend.

6) **Briefings and Information Items**

- Campus Surveys – next steps Tzahi Cath
Cath will schedule a meeting and determine next steps.

- Taskforce for Evaluation of Instructional Effectiveness – update Alina Handorean
Team met last week and first task is to gather data to define effective instruction. Some results should be available mid-February and Handorean will share with campus.

- Registrar Processes – recommendations Gus Greivel
(pre-req override and closed courses)
Undergraduate council has not met to discuss the subject. From the original email from Provost, there were no faculty listed as being part of the committee; Greivel indicated that it appears that faculty has been engaged on some level of discussion during the process. Greivel will discuss with undergraduate council; all are in general agreement that there should be automation to manage these activities. As well, on closed courses, departmental administration and/or faculty should have leverage.

- Overhead Rate – update Tzahi Cath/Johanna Eagan
Eagan shared slides pertaining to Mines indirect costs to generate rates as well as a federal definition around how rates are calculated. Research costs are comprised of both direct and indirect costs. Indirect costs are classified as facilities or administration. As an example, she stepped through a proposed comp sheet that was put together. Administrative rates are capped and there is flexibility for increase only in the facilities piece. Once submitted, there is negotiation and typically an audit to get to final numbers. Progressive rates are assigned for the next 3 years. Question about whether the federal government would raise the cap; this has been considered in the past, but not changed. Incentive is to ensure universities control their administrative costs. Question raised as to when rates are applied; the applicable rate should be applied at the time of contract which can be anticipated.

As it relates to cost share, it is factored into the expenses based on the program. Cath asked for basic information on how this is calculated. Eagan is preparing several financial snapshot presentations and will add this one to the list of items being created for wider distribution.

7) **Grad Council Updates**

New Programs – no new programs Marcelo Simoes

Program Changes Marcelo Simoes

7.1 Program changes regarding double counting

Simoes shared the most recent list of programs that have been approved through graduate council for double counting.

MOTION: To approve program changes as submitted.

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

8) UnderGrad Council Updates

Gus Greivel

- Policy regarding approval of courses for new program

Greivel was asked to put together document pertaining to best practice and guiding principles on the approval of new programs which he shared. In some newer programs, not all components of a program have been communicated to be able to make an informed decision. Simoes suggested that there be a section in the software to indicate whether there is overlap between undergraduate and graduate programs and courses. Suggestion that guideline be more strict and potentially that a catalog change not include a special topics course. At graduate council, the pace of introducing new programs was very busy. Greivel asked for feedback on the memo. Question raised about whether faculty senate should not be approving programs; it comes down to the communication between the Councils.

Overall there should be some high-level degree of guidance on approvals, standard operating procedures for Council chairs and members as well as a standard set of questions to answer. Establishing a deadline to submit everything early in year allows the Council to set a docket of material to review so that meetings can be better managed. Potentially request all departments to submit programmatic intentions early in the year to balance the effort for proper review and approval.

As it relates to Interdisciplinary representation on council, Kaufman has a regular meeting of his interdisciplinary group and is in discussion on the topic.

New Programs – no new programs

Program Changes – no program changes

9) Miscellaneous Business

- USG and GSG Representative and Bylaws

Marcelo Simoes

The decision to give student representatives the ability to vote was made a few months ago. The bylaws need to be changed; it's not a handbook issue. Question is whether they can vote as of the effective date of decision or if bylaws need to be updated first; Council agreed that bylaws need to be updated.

Other changes to bylaws include the Research Council, the student representation, and any decision related to interdisciplinary representation on Council members which is still undecided. Comment that faculty senate can make decision on who to put on Council. Will continue discussion. Research Council is being suspended, so no change is necessary now. Timm will share document for Greivel to make edits to share with senators.

- FS Coffee Hour – next February 21, 2019
- FS Lunch Hour – next February 6, 2019

Lisa Nickum

Timm will send all dates to all faculty.

Meeting adjourned at 4:00 pm.

Next Meeting: Tuesday, February 12, 2019, 2 – 4 pm, Hill Hall 300. Please send all items for agenda to Cathy Timm (cgtimm@mines.edu) one week prior to the meeting.