

Colorado School of Mines – FACULTY SENATE MEETING MINUTES  
 April 23, 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	John Heilbrunn (HASS)	P	Marcelo Simoes (EE)
P	Paula Farca (HASS)	P	Andy Herring (CBE)	P	Alexis Sitchler (GE)
P	Gus Greivel (AMS)	P	Jeff King (MME)	P	Angie Sower (CH)
P	Alina Handorean (EDS)	P	Lisa Nickum (LB)	A	Neal Sullivan (ME)

**Other Attendees and Guests:**

P	Joe Bourgeois (GSG)	P	Paul Myskiw (Registrar)	P	Colin Terry (Student Life)
P	Tom Boyd (AA)	P	Michaela Serpas (USG)	P	Cathy Timm (RO)
P	Carole Smith (LB)	P	Julie Lambert (AA)	P	Jamal Rostami (MN)
P	Anna Seiffert (LB)	P	Derek Morgan (Student Life)		

1) **Provost / Academic Affairs Update**

Tom Boyd

Boyd introduced the new Registrar, Myskiw. He comes from University of Denver. Cath explained the role of the Faculty Senate and encouraged Myskiw to attend meetings. Also shared that there are two standing Council meetings where all course and curriculum changes start and work through the process.

Boyd shared that faculty awards will be on Wednesday starting at 3:30 with reception; program starts at 4:00. Various awards will be presented and it's a time to honor all faculty members. Monday, the 29<sup>th</sup>, Holz, will be on campus and scheduled for a meeting with Senators from 2:00 – 3:00 in the boardroom. He'll officially start on June 1<sup>st</sup>.

Boyd has queued up communication regarding converting faculty pay to 10 months. There are tax implications that will be communicated; for faculty taking pay over 12 months, they'll receive a double pay in July and potentially kicks up to a higher tax bracket for one month. With the change, the first paycheck will be end of August, and the last one at the end of July. Tax bracket is calculated each month based on your pay. It is essentially a payout of your contract; it's not a gift, just pushing the pay a month early. It's federal law and rules must be followed on how this is paid out.

Announcement was distributed on the change in the Controller's office.

2) **Registrar Update and Vision**

Paul Myskiw

Myskiw shared his vision and indicated that there will be changes coming. Overall, the office supports teaching and learning – both faculty and students. Ambition is to create an atmosphere of trust and respect and be responsive to students and faculty needs. Believes there is a need to improve processes and efficiency. This means that there will be transparency in what will be delivered. Style is to give support staff the tools they need to do their jobs. As well, must be compliant with privacy, enrollment reporting, attendance, etc. Myskiw is excited to bring positive changes to the school.

Gaps exist currently, in particular classroom space. Myskiw indicated that summer has been completed and working on fall and with vendor to get the training needed. Plan is to prioritize projects for summer that affect faculty and students and will be in contact with people to ensure all are on the same page.

Concern raised that final exam times and classrooms for the fall semester have not been allocated yet; goal is to have them completed in next day or two. An email communication should be distributed by Bishop from Registrar's office. There was an instance where students were made aware of schedules but not faculty; Myskiw will look into this item.

Suggestion that Myskiw meet with department heads as a way to stay connected to all faculty directly.

3) **Approval of Minutes** – April 9, 2019

Tzahi Cath

**MOTION:** To approve minutes of April 9, 2019.

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

4) **Nomination of Faculty**

Tzahi Cath / Alina Handorean

- Faculty Senate Elections – update

Handorean has survey ready to go. Voting will only go to academic faculty with deadline of May 8, 5pm.

5) **Other Committee Updates**

- Academic Misconduct Sub-Committee

Colin Terry/Derek Morgan

Terry shared an update and draft overview on the academic misconduct policy. The team has reviewed misconduct situations, policies, and held focus groups. Information from the various groups was fairly consistent. Terry would like feedback on proposed next steps.

One item in particular to be addressed is inconsistency in sanctions for misconduct; this is the only substantial change in the policy. Faculty would still make decision whether misconduct occurred, the faculty will not choose the sanctioning; rather they can elect to provide some restorative credit option. All sanctions would align with code of conduct that is in place.

Minor details are included that clean up some legal language, wording, process, and addresses versions that are not consistent. Will include language related to accessibility, attendance, and additional rules that may be specific to a course. Faculty drives how misconduct is perceived by students, not necessarily the policy; Terry is looking at training and tools for faculty to be more effective in managing and communicating policy and maintaining best practices.

Question raised about having standard text for syllabus and specific course guidance on what misconduct might look like in a written format for faculty. This is an area of focus for Terry and the committee and goal is to make materials available for all.

Terry would like feedback from Faculty Senate, as well as departments, as soon as possible. He has identified strengths and weaknesses and would like feedback on the initial ideas that have been developed. In addition, will want input as they implement the ideas. Would like to have ready by December to bring back for approval for the next academic year. The ad hoc committee will continue.

Each year, they handle about 60-80 misconduct cases, with 5-10 being appealed. Misconduct appears to be pervasive; mostly due to having too many commitments and inability to get things done. Focus will be on ensuring ethical practices are followed.

- Campus Surveys – update Neal Sullivan  
Subject was deferred.

6) **Briefings and Information Items**

- AAUP Chapter Presentation Marcelo Simoes/Lisa Nickum/Carol Smith/Jamal Rostami  
Simoes shared the mission of the AAUP. The organization represents all higher education. He shared the names of founding members and newly elected officers. There is a meeting coming up at University of Denver. Smith shared a book that outlines standards and best practices; it's a useful book for reference. The organization is a new one and provides great resource for faculty; she shared some experience from other schools around the state. Rostami discussed the need to increase membership on campus. Question raised about their desire to do a signature project; this is still TBD, but an example might be the contract issue. Another project would be to align with Colorado higher education and learn how board of trustees are appointed to glean best practice. Currently, there are 5 members.

- 7) **Grad Council Updates** Marcelo Simoes  
Nothing to report.

- 8) **UnderGrad Council Updates** Gus Greivel  
▪ Fall Career Day  
Greivel shared that he has called a special meeting to discuss career day. Student Life would like to reformat the event and consider making it two days and potentially cancel classes.

9) **Miscellaneous Business**

- Graduation Lists Tzahi Cath  
Three lists were shared with senators – two separate lists for grad students for May and August. And, one comprehensive list for undergrad students.

**MOTION:** To approve the three graduation lists as presented.  
Motion: Cath, Seconded: Herring. No abstentions. Approved.

- Bylaws Changes Tzahi Cath  
Cath shared a redlined version of the suggested changes. Question raised about the change in terms and when it would apply. Since the bylaws will go into effect in August 2019, it was determined that existing senators, incumbents, that are serving under a 2-year term now will choose what they'd like to do.

For the Faculty Survey Committee; it was agreed the membership section should include additional detail about who will serve. The membership language that is currently part of the Leadership Committee should be replicated for this one.

The bylaw changes include the following items:

- Article II, Sections F5 and F7, the Graduate and Undergraduate Councils. Added language that includes the respective student government representative as a regular member with the ability to vote.

- Article I, Section C2 and Article II, Section C3, the Secretary of the Senate. The language in these two sections will clarify that the chair of the Leadership Nomination Committee shall also serve as the Secretary of the Faculty Senate and is a standing member of the Executive Committee of the Faculty Senate.
- Article II, Section F and a new item 12 in the Appendix. The Faculty Senate agreed to create a new standing committee entitled the Faculty Survey Committee which will work closely with Trefny.
- Article II, section B3, Faculty Senate terms. The existing language had two-year terms for faculty without tenure and three-year terms for tenured faculty; senators decided to be make the term consistent at three years for all regardless of tenure.
- And, there were a few minor formatting items.

**MOTION:** To include additional language for the Membership section of the Faculty Survey Committee as follows: “The Chair may recommend up to four members of the Academic Faculty, to be appointed by the Senate to serve one year terms.”

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

**MOTION:** To approve changes in the redline document presented with the additional language to the Faculty Survey Committee as noted in previous motion.

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

▪ Graduate Student Bill of Rights

Tzahi Cath / Joe Bourgeois

York shared a memo entitled Graduate Student Bill of Rights that was discussed the previous summer. Cath indicated that he thought it was well written and will ask Roel Snieder to attend meeting to discuss.

▪ Promotion and Tenure Policy / Library

Carol Smith

Smith asked if there was any comment on the report that she prepared regarding the policy that did not include library faculty in the promotion and tenure policy. Cath met with the library committee and plan is to determine if there is a way that faculty can continue to support the library; Boyd will bring it up with new Provost. Smith indicated that she would like to have the same standards as other schools in the state.

Smith pointed out an inaccurate statement on page 2, #4, “terms of appointments”. The verbiage related to how library faculty are selected is not accurate. This suggests that the Trustees have a misunderstanding about the library faculty. Smith suggested that faculty senate could ask for an opportunity at the first scheduled board meeting for 30-60 minutes where senators can speak with trustees on the matter, the decision, and concerns. Cath indicated that he would work with Smith to put together a response on the inaccurate statement and would also have opportunity to meet with new Provost on the 29<sup>th</sup> to discuss.

As it relates to the handbook committee, Nickum shared that there was some concern about how research items were addressed in the policy. Additional concern raised that the Trustees are putting forth policy on curricula and academic items.

▪ FS Lunch Hour – next May 1, 2019

Lisa Nickum

Last coffee hour had 16-17 people and good discussion. Final faculty sponsored coffee/lunch is May 1<sup>st</sup>.

**Meeting adjourned** at 3:45 pm.

**Next Meeting:** Tuesday, May 14, 2019, 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.