

Colorado School of Mines – FACULTY SENATE MEETING MINUTES
 August 27, 2019, 2019, 2:00 – 4:00 pm, Hill Hall 300

Attendees:

Voting Members: 13 total (7 needed for quorum). Quorum was present

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|---|------------------------|---|---------------------|---|----------------------|---|--------------------|
| P | Marcelo Simoes (Chair) | P | Robin Bullock (EDS) | P | Sebnem Duzgun (MN) | P | Gus Greivel (AMS) |
| P | Alina Handorean (EDS) | P | Andy Herring (CBE) | P | Yvette Kuiper (GE) | P | Jon Leydens (HASS) |
| P | John McCray (CEE) | P | Lisa Nickum (LB) | P | Alexis Sitchler (GE) | P | Angie Sower (CH) |
| P | Neal Sullivan (ME) | | | | | | |

Other Regular Attendees and Guests

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|---|---------------------------|---|--------------------------|---|------------------|---|----------------------------|
| P | Linda Battalora (Trustee) | P | Rick Holz (AA) | P | Paul Myskiw (RO) | A | Colin Terry (Student Life) |
| P | Cathy Timm (AA/RO) | A | Jennifer Veloff (Trefny) | P | Brock Gagna(USG) | P | Muthu Thyagarajan (GSG) |
| P | Dinesh Mehta (CS) | P | Carol Smith (LB) | | | | |

Welcome and Introductions

Marcelo Simoes

Simoes welcomed everyone and shared that he was happy and proud to be selected as President of Faculty Senate. He asked all to move close to the table and be a part of the discussion.

Provost / Academic Affairs Update

Rick Holz

Holz thanked the Senators for inviting him to the meeting and asked for thoughts from the Senators and their expectations of the Provost. His goal is to be a partner in helping to accomplish the items that the Faculty Senate wishes to achieve during the year.

Question raised from Greivel about directive regarding online course development in the large undergraduate core service departments. He would like to get perspective on what problem is being solved, what research has been done to justify the approach, if there is flexibility in selection of courses, and what is specific nature of resources available for this development. Holz shared that the goal is to ramp up summer school offerings that may not necessarily be slated to be taught during the academic year. Last summer there were three online courses taught and students are going elsewhere and then transferring credits to Mines. Ideally trying to target courses that are bottleneck or core courses so that students can plan to take them over summer in anticipation of their fall registration. This would improve the graduation rate that extends beyond four years at Mines.

Trefny agreed that they could accommodate 20 online courses for next summer. Holz asked the deans for course and faculty names by mid-September so that he and the Deans can choose ones to target and begin training. Goal is to continue to develop more online courses to provide more options to students.

Another issue to consider is competing on cost with new students. Holz indicated that the cost structure shouldn't be a barrier; there are ongoing discussions around costs. Today, while the price might be higher, the ability to clear a bottleneck and offer a course that has more quality could be a more attractive option. In addition, the ability to do an online course could be used as a recruiting tool at high schools so they have a good experience and ultimately select Mines. Holz is happy to share at department meetings to discuss this strategy.

Comment raised that faculty can only do an online course if they attend Trefny; this is a challenge for research-active faculty to do the prep course. Holz understands the burden and indicated that there is compensation for this activity. Yet, he indicated that there needs to be quality control in place and faculty will need to commit time in order to teach courses online.

Simoes suggested that Senators write up questions and send to Simoes and Timm to forward to Holz for continued discussion in two weeks.

Registrar Update

Paul Myskiw

Myskiw shared that the office is in the process of awarding summer graduates. Census data is due next Wednesday and then will immediately start setting up spring 2020 semester. He reiterated that the Registrar's office would like to partner with everyone and his desire is to be viewed as an asset and ally not an obstacle. He's been on campus for four months and there is room for improvement. There were approximately 1000 blue slips this past semester and he will want to examine why there were so many; further analysis and a report will be shared in a future meeting.

Comment raised about how other institutions give the faculty the ability to drop students who haven't attended the first two weeks of class. In addition, concerns were expressed that there are so many manual, paper-intensive, processes in place. Myskiw agrees that there is room for improvement. As it relates to dropping students, no shows take up space where there could be a spot for ones that want to attend the class and this is a concern. Myskiw shared that there is a new software being implemented to manage document workflows; there have been some delays on the part of the vendor in getting the software up and running. The grade-change process is the first item to be implemented and he and the team will continue to look at other areas to improve; there are currently 30 other workflows identified and in the queue to be reviewed and automated.

Myskiw also talked about the turnover in Registrar's office; the staff went from nine to three people and will now be fully staffed with twelve people by mid-September with the latest addition of two new hires. Once everyone is in place, he will send out notification of all individual's names, attached to functions, with contact information so that communication can be individualized versus through the generic Registrar's mailbox.

Question raised about the status of the office of graduate studies (OGS). Two positions were moved to Registrar's office to share in the advising duties across grad and undergrad students. In addition, the specific graduate admissions function is now housed in the admissions office. Since this change, there has been some redevelopment of a graduate studies office with two positions being advertised; it is still TBD how the duties will be managed. Holz shared that the OGS is being re-staffed and will do a national search for a Graduate Dean as well as an administrative position.

Simoes suggested that Senators write up questions and send to Simoes and Timm to forward to Myskiw for continued discussion in two weeks.

Briefings and Information Items

Marcelo Simoes

- **Promotion and Tenure Summary**
- **Handbook Summary of Changes**
- **Faculty Resignation Summary**

Simoes received several documents from Boyd that are being shared with Senators as information only, no action is needed. As it relates to the Promotion and Tenure Summary, he asked that this information not be shared outside of the Senate. Question raised as to the reason to distribute the resignation summary as most of these people left for another position. It appears that this was sent so that Senators could see what was going on across campus and it provides an overview to compare net new faculty.

New Ad-Hoc Committee

Marcelo Simoes

- **Shared Governance**

Simoes shared presentation on the history and definition of shared governance and reminded Senators that they represent the entire faculty. Simoes would like to set up an ad-hoc committee to determine the quality of Mines' shared governance; a proposal was distributed to Senators that described the specific goals of the suggested committee. The proposed plan is to meet from September 2019 to April 2020. Simoes shared examples of shared governance topics that may be addressed: forms for a workflow and required signatures, signing off on graduating students, clear recommendations for bylaws and handbooks. Both he and Kuiper have agreed to co-chair the committee.

Question raised about why this particular ad-hoc committee is being proposed and if there were specific issues related to governance that need to be addressed. Simoes expressed that he feels there is a need to get more definition around the concept of shared governance and determine if it is working optimally at Mines. Simoes' perception is that we talk a lot about shared governance, but not sure exactly what it is. Simoes thinks that the committee can uncover any concerns and doesn't want it to be just one person's opinion. There appears to be a sense that curriculum and the delivery of it is being dictated versus being developed in a collaborative process. The committee can uncover any concerns or determine if everything is fine; Faculty Senate is the committee to ensure shared governance. Simoes indicated that a modern university that is interested in a shared governance will be aligned with a successful school. Simoes expects that the committee will put together a clear definition of shared governance, look at metrics and report back to the Senate with recommendations.

The group was reminded that items should be introduced and documents circulated and discussed before voting at a subsequent meeting. As well, it was noted that the Faculty Senate bylaws indicate that it is the responsibility of the Faculty Senate to promote shared governance and that any ad-hoc committee should not be appointed to perform a task that exists within a standing committee.

Simoes will update the proposal and share with all for continued discussion at next meeting.

Other Committees

- **Research Council**

Marcelo Simoes

Research Council still exists in bylaws and was suspended, made inactive, for one year with the advent of the Research Advisory Board (RAB) being created. The RAB is managed by administration and the question before Senate is to determine if there is a role for the Council to be resurrected and to work with the Board or if it should be inactive for another year. Some Senators felt that there needed to be specific business to accomplish if the Council was to become active and they would like to hear from the faculty representative about tasks and activities that are underway.

Duzgun, the Faculty Senate representative on the Board, wasn't aware of the distinction between the Council and the Board as the Board is made up of faculty and the chair of Faculty Senate was attending the meetings; also all documents are open to everyone. She shared that the chair of RAB, Tompkins, reviewed topics to be addressed during the year with individual committees working on the items. These items can be shared with Senate.

Issue raised that there has been no evaluation of the work effort from the RAB and if it is effective from a shared governance standpoint. And, rather than members being select to sit on the Board, potentially members should be chosen by Faculty Senate or elected to more accurately represent the entire campus. Simoes believes that Senate has mission to represent faculty in research.

Question raised as to whether the Council should be made active. A review of activities dictated by bylaws against the RAB could be performed to see where there are gaps. As well, need to understand the role of each group before making any decision on how to handle the Council. As of now, the Research Council is active because it's in the bylaws. Discussion will continue at subsequent meeting.

- **Library and Teaching Faculty Advancement**

Lisa Nickum

Nickum shared a document related to this ad-hoc committee that was active two years ago. She provided information for the justification to make it an ad-hoc one in 2019-2020 leading to a permanent one. She will prepare a more detailed committee proposal for Senators to consider at the next meeting.

As it related to committees, a concern was raised about the number of committees on campus requiring faculty representation. There are approximately 74 committee positions with just over 300 faculty, 30 of them in administrative positions. This leaves about one third of the teaching faculty to serve on committees which seems very high with all the other required commitments.

Committee and Council Nominations

Alina Handorean

- Senate
- University

Handorean shared the results of efforts to recruit names for the various committees. Her report represents the committees with open positions and the names of people that are being considered to serve; it does not show existing faculty. Several names on the list were noted as being recommended by the existing chair or by Handorean.

Additional time is needed to properly assess the nominees. Handorean and Timm will reconvene to develop a ballot that Senators can complete via email with results shared at the next Senate meeting.

Grad and Undergraduate Council Reports

- New Program Presentations (10/22/19, 12/10/19, 01/14/20)
- Undergrad Update
- Grad Update

Marcelo Simoes
Gus Greivel
Neal Sullivan

No discussion on these topics.

Miscellaneous Business

Marcelo Simoes

- Hold the Date – Distinguished Lecture, John Speer, April 1, 2020

Questions / Comments

Guests

No questions or comments.

Meeting adjourned at 4:00 pm.

Next Meeting: September 10, 2019, 2:00 – 4:00 pm, Hill Hall 300. Please send all items for agenda to Cathy Timm (cgtimm@mines.edu) one week prior to the meeting.