

Colorado School of Mines – FACULTY SENATE MEETING MINUTES  
 April 28, 2020, Electronic Meeting via Zoom

**Attendees:**

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

P	Marcelo Simoes (Chair)	P	Robin Bullock (EDS)	P	Brandon Dugan (GP)	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	Lisa Nickum (LB)	P	Alexis Sitchler (GE)	P	Angie Sower (CH)
P	Neal Sullivan (ME)						

**Other Regular Attendees and Guests**

P	Linda Battalora (Trustee)	P	Rick Holz (AA)	P	Paul Myskiw (RO)	A	Colin Terry (Student Life)
P	Cathy Timm (AA/RO)	A	Jennifer Velloff (Trefny)	A	Brock Gagna(USG)	P	Muthu Thyagarajan (GSG)

During the COVID pandemic, all faculty and staff have begun working remotely. In order to conduct Senate business, the regularly scheduled meeting was held via Zoom.

**Welcome**

Marcelo Simoes

Simoes thanked everyone for participating via Zoom and for their ongoing support during these times.

**Provost / Academic Affairs Update and Q&A**

Rick Holz

Holz shared a couple of announcements. Berger was named new Associate Provost. Bradford has moved into a new role as Vice President of Global Initiatives. Hogue will serve as Interim Dean of Earth Resources and Environmental Programs. The UG Dean search was completed with Vibhuti Dave being hired for this role.

Holz has been in conversation with department heads, deans and in town halls to begin the dialogue about what Fall might look like. No decision has been made yet, but there are about 8 possible scenarios. All these ideas are still pending what the Governor tells the school to do. Thru the month of May, all that can work and learn remotely should continue to do so. If in-person classes are needed, there should be a justification sent to the state. Goal would be to have on campus classes for second summer session. Tompkins is trying to open up research labs with social distancing policies.

As it relates to Fall classes; the objective is to make this announcement mid-June. By this time, there will be some answers about athletics as well as more information from Governor. Need to provide faculty, students and parents time to prepare. Perhaps majority of lectures can be offered online and attempt to have labs, field session and design courses functioning in person with social distancing. Goal is to be fully on campus if possible.

A decision to waive on-campus living for freshman is pending. Also, a decision for summer 2 semester will be made in the coming week.

Question raised about the HLC certification of programs. The subcommittee that was reviewing the proposal has written a recommendation and a copy should be forthcoming this week. Of course, online classes can be offered and remote delivery is not a problem with HLC. Holz has had discussion with many students and has received feedback that they enjoy the visual aspect of the remote, live format; students feel like they are in the lecture when they can interact with faculty.

Herring expressed appreciation to the administration for the reaction to the COVID situation. He asked how Faculty Senate can be more participative in the process and work closer with administration. Holz would like, after the semester is over, to get together with Senate leadership, or the full Senate, to talk about the role that Senate can play. In particular, perhaps Senate can be more involved with Mines@150 initiatives; making Mines programs distinct is incredibly important as well as accelerating the online courses and programs. There are many activities that can be taken to make sure the financial impact on the school is lessened. Looking to have many non-thesis programs built out into an asynchronous teaching method. Lab work is key to Mines' education and is unique to Mines. The hands-on work is necessary and focus is on how to do this safely. As well, Holz would like to know what issues are important to Senate.

### **Registrar Update**

Paul Myskiw

The office has been very busy; students are engaged and doing relatively well. 737 students have selected Pass/No Pass with about 600 selecting only one or two courses. Summer enrollment looks good; sense is that some students are waiting to enroll to learn what is happening with summer 2. Fall registration is looking good; ytd, freshman enrollment is down about 95 apps/deposits; but enrollment is up over this time last year. Graduate registration is about the same; traditionally they wait until late summer to register for classes so this might be ok. Some question from students as to the deadline for indicating P/NP; probably turn it off at midnight on the 29<sup>th</sup>.

Syllabus revision work that was begun will be picked back up by Sitchler. Question to Myskiw relating to whether or not there is something that needs to be included with the new remote and online learning. Myskiw thought that there should be a statement that there is an option for P/NP included in the policy. Perhaps there might be some general announcement about "doing the student right". Plan is to put together a mock-up of a revised syllabus; Sitchler met with the Registrar and several groups on campus including faculty members, Title IX, and facility services. Recommended path is to have a web site that contains information for all to view and determine who might own the content which will be non-course information to be communicated.

Question raised about the potential for new online courses/programs being introduced and how they will be added to the catalog after the due date. A link to an addendum, most likely managed by the Registrar's office, will contain information that was approved after the publishing date. In the following year, all of the content on the web site would be captured so there is historical information.

There are several new programs being proposed for Fall 2020; question was raised about the process to keep all informed. Myskiw indicated that he is creating a process map for admissions so that all people that need to know are informed. The institution needs to decide when the school is comfortable placing them on public sites and promoting the new programs. As soon as preliminary approval is received, the goal is to start marketing them. Holz commented that the BOT will typically approve all new programs if they've made it through the Senate approval process. The Board will weigh-in, especially if there are long-term commitments for resourcing. All work is being done now to get items ready; legally cannot advertise an online program until HLC is approved. We'll be ready to do marketing once BOT and HLC approval is received.

The communications group is working to build out web pages and market online through Google, FB, and Twitter to current and alumni students. More traditional marketing probably may not be ready to go with the short timelines. The new petroleum analytics program might be timely with the reduction in this industry as people look to renew their skills or begin a new career.

## **Approval of Minutes – April 14, 2020.**

Concern raised that all the comments are noted with individual names associated with their vote. Request to edit to be generic with comments. Timm will revise and send around for an email approval.

### **Committee Updates**

- **P&T Discussion**

Andy Herring

General guideline recommendations for the University committee have not been finished. Information will be sent to Rick in the coming week. This item will move to the Fall for further review.

- **Survey Committee – Update**

Jon Leydens

Limited analysis was completed by the committee for the 2017-2019 Perceptions of Leadership; the presentation will be posted on the Faculty Senate website. Several pieces of data showed that an increased interaction from administration was an important factor in satisfaction by faculty.

Question about the new leadership for the committee; Leydens indicated that they will brainstorm recommendations for future committee work so institutional knowledge is not lost. The goal is to manage transition. The committee is meeting this week; most of the committee members are stepping off and Leydens would like to capture as much feedback and notes from Senators as possible. Senators thanked Leydens and Sower for their work.

Question raised about how the data will be used; Leydens would like to have a faculty forum to share data and receive input to share with Faculty Senate. Next year, would like to see the committee come up with a list of actions. Would like to understand why people think what they think which would complement the survey.

- **Leadership Nomination Committee – Update**

Alina Handorean

Handorean will send an email to remaining Senators asking if they will continue their University, Senate or other committees duties or serve in a new capacity. Election process for new Senators will be wrapped up next Wednesday, May 6<sup>th</sup>. Timm will send a reminder to vote. Almost 40% of faculty have already voted. Meeting on May 12<sup>th</sup> will include new and current Senators.

- **Additional Bylaw Change II.D.4 – quorum**

Alina Handorean

With the recent change in bylaws to have 15 versus 13 Senators, the quorum needed is eight vs. seven.

**MOTION:** To approve the change as written. By Handorean; seconded by Grievel. No abstentions.

APPROVED.

- **UnderGrad / Grad Council – New Programs Update**

Gus Greivel, Neal Sullivan

Greivel indicated that there is a Quantitative Biosciences and Engineering proposal. It's a full 130-hour credit degree and usually requires a thorough vetting; as well, it's the first interdisciplinary undergraduate program. Questions were compiled and sent to Trewyn several weeks ago asking for a response by May 1<sup>st</sup>. Greivel feels that they might need the summer to gather responses so that the program might be reviewed and approved in Fall to be on the books for January 2021. Greivel will convene Undergraduate Council as necessary.

Sullivan stepped through the changes that are being proposed. A new Grad Certificate in Petroleum Geophysics and 5 new Certificates in Data Science are being reviewed. There is a program change coming in from Electrical Engineering and one for Humanitarian Engineering and Science. Graduate Council's special meeting is scheduled for May 6<sup>th</sup>. The deadline for new proposals was May 1<sup>st</sup>. One change being proposed and is to reduce the number of credit hours to acquire a certificate from 12 to 9. Sullivan spent some time with the new Graduate Dean, Barbari, to look at other schools and their requirements. There appears to be a lot of variability from 9 to 18 credit hours. Perhaps the school could strike the 12-hour minimum and let each department make their own graduate program decisions.

Comment that this is a very appropriate discussion. Historically, there was debate around creating a standard. Myskiw commented that we should be clear on the number of courses and admissions criteria on any certificate. Sullivan will work with Council to determine if and when they will define the various certificates being offered. This is an item to be considered for institutional change that needs to be accelerated in the new environment.

### **Briefings and Updates**

- **FS Meeting Schedule** – Summer / Fall

Andy Herring

This topic was covered during Holz update. Herring will get with Holz after the semester ends.

- **Online Course Development** – Ad-Hoc Committee/IP Discussion

Gus Greivel

- **Summer Teaching Staff**

These items have come out of departmental meetings regarding decisions that have been made; Greivel felt that they should be brought to Senate's attention. There has been consistent concern about online course and program development. Suggestion that an ad-hoc committee be formed, representing Senate and Administration, to make sure the message is consistent as it relates to online content. The vision is to engage faculty and administration. There is currently an ad-hoc committee with Trefny; and, it appears that information is not being broadly communicated. Perhaps a town hall or faculty forum meeting might be a way to address the concern.

The other issue pertains to staffing for summer courses; some faculty have been told that they will not be teaching this summer. This is probably an issue that is already in place for summer due to a budget issue, but needs to be addressed in the new academic year.

Faculty Senate went into Executive Session at 3:45 pm.

Next Meeting: May 12, 2020, 2:00 – 3:00 pm, via Zoom. Please send all items for agenda to Cathy Timm ([cgtimm@mines.edu](mailto:cgtimm@mines.edu)) one week prior to the meeting.