

Colorado School of Mines – FACULTY SENATE MEETING MINUTES  
 October 13, 2020, 2:00 – 4:00 pm, via Zoom

**Attendees:**

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

P	Andy Herring (Chair)	P	Robin Bullock (EDS)	P	Sebnem Duzgun (MN & CS)	P	Linda Figueroa (CEE & MN)
P	Alina Handorean (EDS)	P	Joseph Horan (HASS)	P	Jeff King (MME)	P	Yvette Kuiper (GE)
P	John McCray (CEE)	A	Cynthia Norrgran (CBE)	P	Alexis Sitchler (GE)	P	Neal Sullivan (ME)
P	Bettina Voelker (CH)						

**Other Regular Attendees and Guests**

P	Linda Battalora (Trustee)	P	Rick Holz (AA)	P	Paul Myskiw (RO)	P	Colin Terry (Student Life)
A	Jennifer Veloff (TIIC)	P	Sydney Marchando (USG)	P	Amanda Field(GSG)	P	Julie Lambert (EM)
P	Lisa Nycum (LB)	P	Samie McCleary (USG-alt)	P	Anne Walker (GC)	P	Stacie Altman (HR)
P	Katie Schmalzel (T-IX)	P	Bryan Trewyn (CH)				

**Welcome**

Andy Herring

The first set of interviews were conducted for the Program Assistant position to support Faculty Senate.

**Approval of Minutes – September 22, 2020**

Andy Herring

**MOTION:** To approve minutes of September 22, 2020 as amended. By Horan; seconded by Sullivan. No abstentions. APPROVED.

**Provost / Academic Affairs Update**

Rick Holz

Holz indicated an announcement regarding Thanksgiving break is being sent this week. Classes will switch to remote delivery for the last week and a half following Thanksgiving with all finals delivered remotely. Campus will be open for the three-week period at the end of the semester, including research labs and options for studying in empty classrooms.

The Capital Campaign is open and in live phase with a fundraising program published for viewing.

Covid-19 cases on campus increased slightly. Overall, there are about 28 cases out of 6,500 students and 1,400 faculty and staff. Recent cases are connected to off-campus social gatherings. There is a continuous focus on safety measures. Data indicates that there has not been a transmission within a classroom. Question regarding the frequency of cases among athletic teams and subsequent actions: The President and the Dean of Students are in conversations with the Athletic Director in terms of prevention and athletes are going through the student adjudication process as appropriate.

The Spring 2021 schedule has 48% face-to-face course delivery. Feedback from students indicate the preference for face-to-face classes with safe interactions. Of 1,200 sections, approximately 200 are being offered as remote or online. The hybrid courses meet at least once per week. Question regarding the target of 50% face-to-face courses and defining hybrid courses: The goal was 50% fully face-to-face with portions in a hybrid format where possible. With decreased entities permitted in classrooms, there is a lack of classroom space. Hybrid formats assist with assigning space. Discussion followed surrounding returning from Winter Break and considerations around Spring Break.

Faculty searches are being conducted in three cluster hires of diverse faculty in interdisciplinary areas.

**Registrar Update**

Paul Myskiw

Myskiw stated work is beginning for scheduling all Spring 2021 classes with the consideration of space. The starting point is 48% face to face with intentions to improve this percentage. Around October 30<sup>th</sup>, a new

advising system is being launched where faculty and advisors can interact with student using updated profiles. On November 15<sup>th</sup>, the new degree audit system launches where faculty and advisors can visually track the progress of students. Both products are in the final stage of testing. Question regarding spring courses being available to view in Trailhead: Access is enabled two weeks prior to registration, around November 1<sup>st</sup>, to allow for any necessary adjustments.

**Faculty Grievance/AA Procedures & Faculty Handbook** Anne Walker, Stacie Altman and Katie Schmalzel

Walker indicated that discussion occurred with the Executive Committee in the summer regarding a lack of procedure for abstract or vague inappropriate behavior by faculty or serious misconduct, specifically that do not fit into unlawful discrimination or other Title IX policies and procedures. Section 11 of the Faculty Handbook references the process. In the Procedures Manual, a process was removed that had previously indicated grievances should be resolved starting with the department level. If unresolved, the Provost can assign someone to do a preliminary investigation to determine the level of serious misconduct, which is then addressed via procedures in Section 11. A written reference in the Procedures Manual will provide faculty on the receiving end of allegations with a more defined pathway. Addressing the recent process, Altman stated discretion was applied to hire a third-party investigator in an instance of potential discrimination in order to maintain objectivity. Other performance issues are handled internally within HR and the supervisor. Building this back into the Procedures Manual requires a 30-day review in the spring to permit wide campus input. Discussion followed regarding historic misconduct levels and instances; and developing a centralized and consistent response to reported allegations.

Mines has considered an Ombudsperson position in the past, which is more common in larger institutions. An Ombudsperson assists in directing faculty members to appropriate procedures, policies, resources, etc. with confidentiality. Discussion followed regarding potential collaboration with the Title IX Office and requests for advice routed to the Title IX Office, lack of resources to finance the position, and the availability of mediators in HR and other offices. The necessity is grounded in assisting with paperwork and understanding the applicable process from a neutral and independent perspective.

**Proposal for Procedures Sub-committee/Working Group**

John McCray

McCray introduced the draft charge and the overarching goal of the Faculty Procedures Review and Recommendations Committee: Identify, refine, clarify or create policies related to faculty that are currently not clear, inconsistent or non-existent. McCray shared the membership and specific objectives and deliverables of the committee. The Promotion & Tenure procedures would not be included in the examination of policies. This committee would provide suggested revisions to the appropriate parties in Spring according to prescribed timelines when applicable. Discussion followed regarding membership. Charging the committee is tabled to the next regular session.

**Committee Updates**

Alina Handorean

Handorean shared a document detailing items that were proposed to be changed in the By-laws last April. Five were voted to approve and one was not approved. Due to the switch to remote, discussing the items was limited at that time.

Item 1: Non-tenure Track Faculty Committee is currently paused. Comments were provided in April; however, the action was not completed. Discussion followed regarding appropriate steps; service requirements for research faculty; and considerations of creating/continuing an ad hoc committee.

**MOTION:** To invalidate the results from the Spring 2020 vote on the non-tenure track committee included in the By-Laws on the grounds that the procedures were not followed. By Sitchler. Seconded by King. No abstention. APPROVED.

Item 2: Research Council was an existing committee in the By-Laws that was paused for one year and reinstated last year with adjustments to the language and charter to be more appropriate with the current situation. Discussion followed regarding whether this item was an update or considered a major change. Procedure was properly followed. Question regarding changing the membership: the membership was being aligned to the current situation of the university structure. No further action was necessary.

Item 3: Membership of Academic Faculty was a procedural change and would require a faculty vote.

Item 4: Number of Senators was a membership change and would require a faculty vote.

**MOTION:** To invalidate the results from the Spring 2020 vote on the membership of academic faculty and number of senators included in the By-Laws on the grounds that the procedures were not followed. By King; seconded by Handorean. No abstentions. APPROVED.

Item 5: Certifying the Degrees of Candidates was discussed last April. State Statute 25.43 requires the approval of the accounts of the degrees. Discussion included certifying the degrees at the Faculty Forum.

**MOTION:** To invalidate the results from the Spring 2020 vote on the certifying of degree candidates included in the By-Laws on the grounds that the procedures were not followed. By King; seconded by Figueroa. No abstentions. APPROVED.

Item 6: Posting of Faculty Senate Minutes, which was not approved. Current action items include assuring updates are reflected on the website and in the By-laws.

### **Curriculum Committee**

Alexis Sitchler and Robin Bullock

Sitchler indicated the Core Curricula Committee is meeting this week to work on membership. Bullock stated the subcommittee has shared a document to promote to faculty concerning submitting proposals associated with the \$500k funding authorized to Faculty Senate from the President. Based on the previous Senate discussion, modification to the original included adding the strategic plan, adding a step for expression of interest, and clarifying the length of the proposal. The timeline consists of an expression of interest due October 26<sup>th</sup>; two Zoom sessions to work directly with individuals submitting proposals; and final proposals due November 30<sup>th</sup>. Question regarding the expression of interest: This step would allow gaging the number of submissions and create a contact point.

### **Undergraduate Council Updates**

#### **QBE Undergraduate Program – Proposal Presentation**

Brian Trewyn

Trewyn discussed the Quantitative Bioscience and Engineering interdisciplinary and multi-disciplinary undergraduate program, which started development last year. This program uniquely interfaces biology, math, comp-sci, chemistry and physicals; will support student interest in aspects of biology; and provides distinct backgrounds needed in engineering fields with depths in biology and bioinformatics. The program design, learning outcomes, competitive landscape, enrollment projections and required resources were presented. Challenges and associated unknowns include: student placement in departments that house their advisors, defined faculty commitments and oversight, and obtaining the base resource budget.

Discussion followed regarding the challenges presented with initiating a new undergraduate program and continued with comments and questions regarding support and development; assignment of faculty to an appropriate primary department while serving in the interdisciplinary program; developing an incentive program for faculty to improve consistency; considerations of counts in majors; constraints and impacts on budgets annually; the integration of community for the students; the capacity for new undergraduate programs and associated growth; and other relative considerations to operate the programs.

**Graduate Council Updates**

Neal Sullivan

This item was not discussed.

**New Business and Adjourn**

Andy Herring

**MOTION:** To adjourn the meeting. By Handorean; seconded by Voelker. No abstentions. APPROVED.

Faculty Senate adjourned at 4:21 pm.

Next Meeting: October 27, 2:00 – 4:00 pm, via Zoom. Please add agenda items in the Teams Working Group more than one week prior to the meeting.