

Colorado School of Mines – FACULTY SENATE MEETING MINUTES  
November 10, 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)	A	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)	P	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)	A	Colin Terry (Student Life)
P	Sam Spiegel (Trefny)	P	Sydney Marchando (USG Rep)	P	Amanda Field (GSG)	P	Mara Green (AA)
P	Vibhuti Dave (UG)	P	Julie Lambert (EM)				

**Welcome**

Andy Herring

**Registrar Update**

Paul Myskiw

Myskiw informed senators that all classes requiring rooms for Spring 2021 have their rooms. About 68% of the Spring 2021 schedule has a face-to-face component, not including research.

There are currently no updates on Spring Break 2021.

On Nov. 10, 2020, the Registrar’s Office launched a new degree audit tool called DegreeWorks. It is based on the 2020-2021 catalog where incoming students are the first to use this tool.

**Approval of Minutes – October 27, 2020**

Andy Herring

**MOTION:** To approve minutes of the Faculty Senate meeting of 10/27. By Handorean; seconded by Horan. No oppositions. One abstention: Kuiper. APPROVED.

**Proposal Template for new undergraduate programs**

Vibhuti Dave

Dave presented the new undergraduate proposal template, including information on template piloting, template logistics, faculty and department load, and sending this information to Academic Affairs.

Discussion followed regarding entry of programs in CIM, logistics regarding the template and ties to different departments, and application of the template to graduate programs in the future. The current template is organized with undergraduate goals and courses in mind and graduate programs could implement this template in the future. It would be expected for implementation in Fall 2021 for CIM integration.

**Faculty Guidance via COVID webpage**

Vibhuti Dave and Sam Spiegel

Dave reminded senators that there are two documents located on the COVID site. One on faculty guidance where faculty can find Fall 2020 teaching recommendations. The other document found on the COVID site is Fall 2020 teaching and learning policies. These policies are password protected.

The leadership team met with the undergraduate student government leadership for recommendations on learning policies and COVID as students and faculty move into the Spring 2021 semester.

Student concerns included:

- Finals week: students concerned with exams that will take an extended amount of time.
- Participation and attendance: requiring attendance and how to up class participation moving forward with remote or online learning.
- Exams and Assignments: not have assignments due on non-class days/holidays or high stakes assignments after long weekends.
- Course load/Busywork: Assign appropriate coursework, avoiding additional busy work due to remote or online learning.

Discussions continue on how faculty can improve student participation and experiences through remote and online-learning moving into the Spring semester and how this can be pushed beyond current circumstances.

Faculty receives emails in regard to students that are put into isolation or quarantine and specific names are not provided. Students can make the choice to bring this information up to their instructors. CRIT (COVID Response Initiator Team (CRIT) tracks and traces COVID cases and identities are not revealed. If a student was tested on campus, the CRIT team sends out the email to necessary faculty.

#### **Faculty needs during COVID**

Andy Herring

Due to time, Herring diverted COVID topics to the Provost's update.

#### **Provost / Academic Affairs Update**

Rick Holz

Holz stated that as of November 10, 2020 there are 93 cases on campus. These will be updated via the Mines' COVID-19 website. Two thirds of these cases are off-campus students. Holz anticipates these numbers coming down as students come out of quarantine and isolation.

To date, 450 students across campus are in quarantine, only about 100 of those are on-campus and 12-15 cases of COVID cases are within student dorms. The outbreaks are coming from off-campus living and campus sororities and fraternities. President Johnson and a few students put together a COVID-19 informational video on Friday, Nov. 6, 2020 available on the Mines Climbs Together website.

According to Colorado's Governor Jared Polis stated that 1 in 10 Coloradans have COVID, so a 10% infection rate. Mines is at an 0.75% infection rate, so there is still a small population affected but there is worry in regard to there being an increase seen on campus. There has been no evidence of transmission in the classroom. Four faculty reported positive for COVID and these have been tracked to off-campus locations/activities.

Students have not been attending in-person lectures and student government with the Provost and others have been going over reasoning for this as well as seeing this as beneficial in order to not propagate the virus and keep faculty safe. It had been originally planned to send out an email that students signed up for in-person class should be attending. This was later removed from the process upon increase in student cases. Holz will talk more on in-person classes and students attending in-person classes in the Spring semester.

The numbers on-campus have been a cause for concern, but they are still low in comparison with the general state of Colorado COVID cases. Student results from the last few days will be looked at to evaluate the status of the Mines' COVID curve, and it is the hope that the curve will flatten as efforts are made to bring campus cases down based on reminders and additional cleaning processes on Mines campus.

The plan is to stay the course through Thanksgiving break and shift to remote after Thanksgiving as well as remote finals. Remote plans before break will be introduced if mandated through Jefferson County. Jefferson County believes Mines is employing necessary precautions in-line with suggestions.

Comment on the status of the Fall 2020 State Faculty Forum and the agenda moving forward; A message in regard to the State Faculty forum will note that there will be discussion on COVID concerns, but this may not trigger any changes for the future.

A comment brought up that the rationale of Thanksgiving Break and following weeks being remote is to decrease the rate of infection but a question was asked regarding the process of remote learning being continued into the Spring 2021 semester. Conversations have begun on continuing in-person or remote learning; students have also been requesting to move off campus out of the dormitories. Students are being asked to receive COVID testing upon arrival on campus following the Holiday Break. When the Spring 2021 semester starts, students will be tested immediately upon arrival similar to how the Fall 2020 semester started.

Senate was informed that it is being looked into to find the best way to create socially distanced spaces on campus. It is in discussion to look at combining Spring Break and E-Days to avoid a COVID super-spreading event. Mines currently does not have the capacity to test all students and faculty at once, and are looking to increase capacity by Spring Break.

A question was asked regarding a chance that Jefferson County will shut Mines' campus down; there is continuous communication between the executives and Jefferson County to be on-top of alerting staff, faculty, and students to any changes happening to campus processes moving into the future.

### **Committee Updates**

Andy Herring and Alina Handorean

#### Process for proposal review – Student Signature Experience

Bullock stated nearly 50 proposals have been received for the RFP for the Student Signature Experience. Assistance sessions are being conducted and expressions of interest and related materials are posted to the webpage for transparency and to encourage collaboration across departments. There has been consideration of categorization between graduate and undergraduate for the review process and making sure that there is clear communication between the SSE and Mines executive team.

Once the proposals have been reviewed, the Board of Trustees will be updated as to the review results.

It is being sought that there is a balance between graduate and undergraduate proposals. There has been suggestion of a future ad hoc committee to oversee monitoring of these proposals. This committee would then serve as an interface for when the proposals are accepted.

Two questions were brought up in regard to the RFP process: 1) is a proposal weighted more heavily if expenses are minimized in the first year and then propose that funding be extended over multiple years versus a proposal that asks for funding up front; and 2) is there communication with the foundation as a sustainable program will have to continuously work with the foundation moving forward. Herring responds that this has been vetted by the foundation and there will be communication via President Johnson. This is not necessarily a worry for the current stage.

A question was made regarding any standards being implemented for processing these proposals in the future; a recommendation was given that senators send emails to Bullock for processing standards and further questions of the RFPs.

Additional discussion continued on budgeting and funding for RFPs.

#### Parking Committee

Handorean indicated votes have been received for the Parking Advisory Committee. There were four candidates in which the vote ended in a tie. After the tie-breaker, two faculty members have been elected: Patricia Anderson from the Library and Kelly Richie from Mechanical Engineering.

#### Academic Standards Committee

Handorean stated that the Academic Standards committee voted for a candidate to fill an open committee position. A former list of candidates was recorded, there was another tie for the second position where another round of voting was done. The candidate elected to fill the Academic Standards Committee open position is Leslie Lamberson from Mechanical Engineering.

**MOTION:** To approve Patricia Anderson and Kelly Richie for Parking Advisory Committee and Leslie Lamberson for the Academic Standards Committee positions. By Bullock; seconded by Sullivan. No abstentions. APPROVED.

#### By-Laws

Handorean stated that The Board of Trustees Faculty Representative submission of letters will be closing November 12. Six faculty that have expressed interest, nominated faculty, or have self-nominated.

There is a vacancy in the Colorado Faculty Advisory Council An email for submission of letters of interest was sent. Thus far there is one volunteer; this will be closing November 16.

The Scheduling Guidelines and Policy Group has four volunteers and this is closing November 16 for letters of interest in the opening position.

In the last Faculty Senate meeting, the idea of increasing the number of senators from thirteen to fifteen was discussed. This can be voted on and introduced to the Board of Trustees for the ballot.

Discussion followed on ratios between senators regarding academic faculty; tenure track and tenured faculty. This ratio changes from establishing the number of senators from thirteen to fifteen will affect the ratio and thus the bylaws. This should be discussed before putting the motion through to the ballot.

#### Survey Committee

Bullock stated that the previous head of the survey committee had not implemented any Spring 2020 surveys due to COVID and there has not been a Fall 2020 survey.

Human Resources has paid for ModernThink survey which faculty have received a copy of. This is a national survey in which aligns with Mines@150 proposition of ranking Mines against national competitors academically and in a campus climate standpoint. There are 10 questions to make specific to Mines, and that has been implemented. This will be happening in two more years.

Questions are being looked at to determine any overlaps and whether or not additional questions will be sought after in the Spring. The ModernThink survey was distributed late, and results will not be available for distribution for two more years. They will also be meeting with additional committees to avoid overlap of surveys.

#### Research Committee

Kuiper states that the senate should vote on the goals and plans for the Research council.

The current Research Council goals and subcommittees for 2020-2021 are:

- Research council lecture series
- Faculty survey committee
- Strategic instrumentation and shared space
- Implementation of mentoring
- Non-T/TT researchers on campus
- Research council bylaws
- Faculty research awards.

The mentoring subcommittee has met and brainstormed what mentoring can be done to reach additional faculty and post-docs on Mines campus. They are going to look for other efforts on campus being made to create mentoring opportunities.

There has been feedback that there is a lot of “muddy” language in the Faculty Handbook in regard to tenure promotion expectations and who non-T and TT researchers are, and this will be looked over.

The Bylaws Committee is in the process of gathering information for Faculty Senate updates.

The Faculty Research Awards will be active after January 2021.

**MOTION:** To approve the Research Council agenda and goals for the 2021 academic year. By Kuiper; seconded by Figueroa. No abstentions. APPROVED.

#### Procedures Committee

McCray stated that the committee is not populated.

Discussion continued on describing the Procedures Committee as ad hoc, who can be added as a charge, and what the committee’s description will be.

Procedures Committee is officially charged.

#### **Briefings & Updates**

Andy Herring

**MOTION:** To approve cancelling the Faculty Senate meeting of 12/22. By Horan, seconded by Bullock. No abstentions. APPROVED.

#### **Undergraduate Council Updates**

Jeff King

King commented that 1.1 is an administrative change done within CIM that does not need to be approved by Faculty Senate.

1.1 **HONORS** proposed by Wendy Adams

[status: CIM 10/8, Undergrad council approved: 10/28]

**2 new courses** SCED262 / MAED262 (cross-listed): K-12 Field Experience and Building Student Relationships

King states that a new undergraduate proposal template has been added.

King also informs senators on what will and will not be done with CCHE approvals and what needs to be approved moving forward.

## Graduate Council Updates

Neal Sullivan

### 2.1 METALLURGICAL and MATERIALS ENGINEERING

[status: CIM 09/28, Graduate Council approved 11/04]

**3 program changes**      MS in Materials Science  
                                 MS-NT in Materials Science  
                                 PhD in Materials Science

*Clarification of wording and update of program owner info in CIM.*

**MOTION:** To approve Materials Science program changes. By Figueroa; seconded by Bullock. No abstentions. **APPROVED.**

Sullivan indicated that the Graduate Council has a new form of organization to meetings where new subcommittees have been discussed. There are five topics that the Graduate Council intends on discussing moving forward:

1. Interdisciplinary programs
2. Research Advisor – Advisee Procedures
3. Spring Break scheduling
4. Stipends for graduate students
5. Zero-credit courses

## Adjourn

Andy Herring

**MOTION:** To adjourn the 11/10 Faculty Senate meeting. By Sullivan; seconded by Horan. No abstentions. **APPROVED.**

Faculty Senate adjourned at 4:01 pm.

Next Meeting: 24 November, 2:00 – 4:00 pm, via Zoon. Please send all items for the agenda to [mgreen1@mines.edu](mailto:mgreen1@mines.edu) one week prior to the meeting.