

Colorado School of Mines – FACULTY SENATE MEETING MINUTES
 December 8, 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)	P	Colin Terry (Student Life)
A	Sam Spiegel (Trefny)	P	Sydney Marchando (USG Rep)	P	Amanda Field (GSG)	P	Mara Green (AA)
P	Vibhuti Dave (UGS)	P	Julie Lambert (EM)	P	Lisa Nickum (Library)		

*Emily Bongiovanni, Scholarly Communications Librarian, presented on OER alongside the Registrar's Office

Welcome

Andy Herring

Provost / Academic Affairs Update

Rick Holz

Holz updates Senators that there has been no detectable transmission of the COVID-19 virus within Mines' classrooms. There are five faculty members who have reported having gotten COVID, but these reports have all been traced outside of Mines. Holz states that congratulations are in order for faculty and faculty committees that have been setting up systems to maintain the health and safety of the campus environment.

It was announced in an email from President Paul Johnson that Spring Break will continue as proposed with no significant changes to the Spring calendar. Holz states that should issues arise prior to Spring Semester with a surge of COVID cases, the university will notify faculty and students of plans.

Holz informs senators that, if the vaccination for COVID looks promising, it is possible for faculty members to have the vaccination available by mid-Spring semester; Holz has learned that the state of Colorado holds experimental vaccinations as voluntary until legislation is passed stating otherwise.

The Faculty Forum Town Hall will be on 12/18/20 at 2pm in which information will be presented alongside plans that will be made moving forward.

A question is asked on the suspected surge of COVID cases on campus following Thanksgiving. Holz states that that surge had not appeared yet. There are currently over twenty cases that have been reported through testing. There have been 50% of Mines students that have opted out of living in the dormitories after Thanksgiving Break and had transitioned to fully remote.

Holz states that the big concern would be a student testing positive at the end of finals week and keeping that student in the dormitories over the holidays. The Student Life staff have been caring for students that have tested positive or are being quarantined in the dormitories to provide food delivery and additional student needs. Additionally, there has been contact tracing for all of these cases.

A question is then asked on the possibility of starting the Spring semester remotely and the degree to which it's been discussed along with consideration of a timeline.

Holz states that the decision has been to start the Spring semester as planned. Mines will be testing all students that live on-campus when they arrive that Saturday prior to the semester beginning. It will then be strongly encouraged that off-campus students and faculty test as well; however, the university does not have the capacity to require all off-campus and faculty members to be tested.

If there is a sign of significant outbreak and teaching in-person would not be a safe choice, then there will be a decision made a week prior or as late as the weekend of the Spring semester. The faculty and students will be notified of this change as soon as a decision is reached, should there be concern for on-campus safety.

A question was brought up related to off-campus events and the campus efforts to encourage students to follow procedure as well as measures being taken to decrease the chance of super-spreader events.

Holz begins that it is being communicated to undergraduate and graduate student governments and significant effort is being made in getting students to listen to campus guidelines for safety. The largest reported outbreaks have been in Greek housing and athletics. Daniel Fox's team has reached out to the national Greek organizations that are not owned by Mines to bring more attention to safety issues occurring on campus.

Feedback arose during discussion that some students have expressed that the Oredigger emails as too wordy with large blocks of texts. It would be beneficial to provide concise bullet points for discussion of important topics such as COVID and other campus updates.

Undergraduate Student Government representative Marchando states that a plan is being organized on a virtual initiative to focus on the E-days and Spring break to get members of the community to encourage good behavior to avoid super spreader events on-campus.

An additional question is asked regarding disciplinary actions being done for these outbreak events and health safety concerns.

Holz responds that disciplinary actions have been developed as of this last Summer in which lists of repeat offenders that do not wear masks on-campus are directed to the Dean of Students. Disciplinary actions are covered by the Dean of Students in deciding levels of action. There have been reports of few faculty members that have not worn masks or indicated no need in doing so and conversations have been had with faculty members that have been reported.

Registrar's Office Update

Paul Myskiw

Myskiw begins by informing Senators that Spring semester registration is looking good and the number of withdrawals this Fall semester are down compared to last Fall 2019. This is opposite of what had been predicted due to COVID.

Myskiw then sets up for discussion of the new House Bill 18-1331 that will be going into effect Fall 2021.

Review of New OER Requirements (HB 18-1331)

Emily Bongiovanni

Bongiovanni starts the presentation by introducing Senators to the different acronyms that will be brought up during the presentation. OER stands for Open Education Resources and ZTC stands for Zero Textbook Cost. The House Bill discussed free educational materials such as textbooks or any other educational materials that are needed for a course that are licensed so that they can be utilized, redistributed, printed,

adapted, enriched, and tailored to a specific courses' needs.

OER at Mines has been growing significantly over the last couple of years, Bongiovanni has worked with funding \$68,000 over two years to incentivize faculty members to adopt, adapt, and create OER. The implementation has funded about twenty different OER projects which has resulted in students saving around \$400,000 a year. Bongiovanni states that this brings faculty more adaptable and versatile resources for their courses.

ZTC, zero textbook cost, is a growing term in the state of Colorado. Bongiovanni says that Governor Polis is challenging students and faculty to adopt the Zero Textbook Cost Initiative. ZTC is similar to OER, but also includes items that students have access to through their institutions or the library subscriptions.

There is a memo from CDHE that is requiring institutions that are publicly funded to notify students before registration which courses are OER or low-cost. This has been done so students can plan budgets accordingly and make decisions to accommodate for costs.

The Registrar's Office is working alongside Bongiovanni to implement this in Banner to provide a seamless transition for faculty into this new requirement.

Bongiovanni informs senators that the implementation plan is at a section level and not the course level, individual faculty will mark sections individually. If a faculty member desires the commercial textbook and finds that it fits their needs, that can be done. This requirement is in place for courses that are essentially free to students or have no direct cost as well as courses below twenty dollars. Discussion with Myskiw and the Registrar's Office has been had on courses under fifty being available as an added bonus despite it not being required by the state of Colorado.

Holz informs Senators that faculty members should become aware of the materials that are available from the library. Holz also encourages conversations at the department level to discuss these materials or what materials are offered through on-campus resources. It is suggested that departments look at what is available and look over it carefully, consider it, and if it fits the needs of the course, utilize it.

Bongiovanni states that the expectation is for OER to be funded for at least an additional year; if faculty desire developing resources with colleagues in their department there will be compensation for the time and effort taken to develop those resources.

Myskiw explains that this is not about taking away any faculties' ability to choose books but about revealing what is out there in the space of alternatives.

Nickum informs Senators that the library is offering a workshop called Course Readings which will be offered once this Fall 2020 semester and three times in the Spring 2021 semester. The workshop will cover how to use the school resources for courses.

A question is asked on resources to find out more about whether some textbooks are free or available in a ZTC context. Bongiovanni states that consultations can be made with her office to begin the conversation on what resources can be used and where to find these resources.

As a final note, Bongiovanni signs off by informing Senators of a certificate program for faculty members at Mines to spend an additional few hours learning about OER and how to get involved.

Approval of Minutes – November 24, 2020

Andy Herring

MOTION: To approve the Faculty Senate meeting minutes of November 24, 2020. By Figueroa; seconded by Horan. No abstentions. APPROVED.

Approval of Graduating Students

Andy Herring

MOTION: To approve the list of December 2020 Graduates. By Horan; seconded by Figueroa. No abstentions. APPROVED.

COVID Issues

Vibhuti Dave

Dave had requested input from Senators on the proposed solutions to improve faculty health and wellness.

A suggestion was made to prioritize the solutions that would not cost the university or department to implement versus those that would require a cost.

A comment was brought up on two solutions provided by Dave that included “hiring adjuncts or temps to cover faculty overload” and “release time to faculty that have had an overload this year”. It would be very difficult to determine faculty that are doing more work and how many would deserve release of time or overtime.

Holz responds that the Spring semester has been set and sections that need to be covered are having adjuncts hired. Mines budget has also been replenished to what it should have been in the beginning of the year. The Provosts’ office is in the process of reviewing requests and addressing whether the university actions are still within budget or if additional funds need to be requested.

Holz states that if demand increases for face-to-face sections, faculty would be provided overload pay if they decide to pick-up that section or provide an adjunct that would teach the additional section.

A question is raised regarding “reduction in service load on faculty” and if this would have an impact on Mines@150. Dave states that the solutions are being narrowed down to what the institution can currently handle. Holz explains that Mines@150 is a top-priority initiative and if minimization of service loads is necessary, other service-type functions can be pushed aside until the next fall for engagement.

Diversity, Inclusion, and Access Committee Update

Robin Bullock

Bullock provides Senators with a high-level summary of different components that are being completed by multiple organizations.

Bullock begins by presenting what has gone well:

- Multiple opportunities to attend and participate in workshops and training
- Flexible operations/teaching/learning
- Multiple opportunities for involvement in discussions
- Data obtained through surveys

Challenges to be faced:

- Faculty time and connectivity stretched
- Data has not appeared to change mindsets
- The same people have been engaging in trainings, workshops, and discussions
- Limited internet access

Opportunities for the future:

- Potential for DIA metrics in performance reviews and in future surveys
- Potential need for consideration of reallocation of student fees and faculty assistance for remote learning (i.e. improved internet service/computer check-outs)
- Completion of service load evaluation
- Executive and Faculty Senate acknowledgment of faculty value as being inclusive of both technical knowledge/research and professionalism/service
- Enhanced mentorship for both undergraduate and graduate students with mirrored faculty/staff/alumni community

A comment was made on mirror mentoring, particularly for underrepresented minorities such as Latinx students, due to there not being a significant number on-campus regarding faculty and graduate students.

Bullock informs Senators that there is a draft proposal that is being discussed within the subcommittee looking into what piloting a program would look like.

Committee Updates

Senate Secretary Updates

Alina Handorean

Handorean provides a brief overview of the Board of Trustees ballot that has been sent out to Academic Faculty as of Thursday (12/3). As of the 12/8 Faculty Senate meeting, 144 faculty have voted. The reminder for Academic Faculty that have not voted will be sent out on Monday (12/14) to assure the Academic Faculty Bylaws requirement of a two-thirds vote is achieved.

Research Council

Yvette Kuiper

(Faculty Senate Committee)

The Research Council subcommittees have been on proposed changes to the Bylaws. Discussion within the subcommittees included improved communications on what kind of equipment is already available on-campus. Kuiper states that brainstorming is being done on set-up for something similar to an internal funding system for equipment as it is difficult to find funding for.

An additional discussion in the Research Council has been the idea of sustainable technical support. An overwhelming issue experienced by researchers on-campus is the hardship in maintaining a lab.

Procedures Working Group

John McCray

(Ad-Hoc Committee)

Herring states that a suggestion has been made to place Jeff King as the co-chair for the Procedures Working Group.

McCray states that the Procedures Working Group has begun querying administration on important issues as well as providing faculty with information to relay to their departments at faculty meetings.

Faculty Handbook Committee

Linda Figueroa

(University Committee)

The Handbook Committee has had two meetings; the first having been an emergency meeting on a non-

compliance issue, the second discussed better structure for the committee.

Core Curriculum Committee

Alexis Sitchler

(Ad-Hoc Committee)

Core Curriculum has split into working groups that meet regularly. The committee discussed taking on learning objectives that had been handed off from the previous years' committee. These are being finalized with one targeted review remaining. These learning objectives will then be presented to Rick Holz and President Paul Johnson.

The committee is working on campus feedback which will go through an approval process with Undergraduate Council, Senate, and the Registrar's Office.

Student Signature Proposals

Robin Bullock

Senators have been provided with proposals to evaluate, these will be completed for discussion at the Faculty Senate Working group. Bullock informs Senate that ten proposals were removed due to not meeting the minimum threshold.

Proposals were also sent to the Student Life organization for consideration, as well.

There are currently twenty-two proposals whose funding proposals total shy of one million dollars.

Undergraduate Council Updates

Jeff King

In the future, undergraduate council approvals of new courses and changed courses will be listed for Faculty Senate review, these will not be voted on.

1.1 ECONOMICS and BUSINESS

[status: CIM 10/13, Provost approved 10/13]

1 new program BS in Business Engineering and Management Science
(need to assign program & CIM codes)

The new degree will expand on Mines' uniquely quantitative brand of business education that is evident in our very successful professional master's degree in Engineering and Technology Management and support our efforts to be a leader in educating STEM students and professionals. Second, the solutions to the challenges faced by industry are increasingly data-driven so leaders need to be equipped with the analytical tools that inform good business decisions. A new quantitative business degree program will complement the technical skills of Mines students and help Mines be a producer of differentiated and highly desired STEM-educated leaders.

MOTION: To approve the new program BS in Business Engineering and Management Science. By King; seconded by Horan. No abstentions. APPROVED.

1.2 CHEMICAL and BIOLOGICAL ENGINEERING

[status: CIM 10/8]

1 program change MIN-BMEDE: Minor in Biomedical Engineering

Updating electives lists: CBEN360, CBEN413, CBEN322, CHGN441, and MTGN472 have been added. MTGN570 has been removed. Effective catalog has been changed to 2021-2022.

MOTION: To approve the program change to the Minor in Biomedical Engineering. By King; seconded by Sullivan. No abstentions. APPROVED.

Terry provides the Senators with a brief overview of the policy.

The Every Oredigger initiative identified, eighteen months ago, that a recovery policy would help undergraduates recover from poor performance in a course or set of courses more quickly. Terry informs Senators that years prior, a GPA replacement policy was in place that caused problems. This revised policy has important limitations that will support a student's ability to recover from courses more quickly.

The policy has gone through a peer review process. Faculty were involved as well as relevant offices such as athletics, Financial Aid, and the Registrar's Office. The Undergraduate Student Government has also endorsed and supported the policy, alongside Academic Affairs and the Provost's office.

Terry states that this policy will allow students that obtain a "D" or "F" to retake the class. The most recent grade will then be submitted while the previous is omitted from the student's GPA. The third or subsequent course retakes will remain in the student's GPA.

This policy will help students to recover from previous semesters and allow them to display mastery of the course. There are lenient policies in place to help students with late withdrawals and full-term withdrawals.

King states that Undergraduate Council did not object. There had been discussion in Council that wished the policy to be more liberal. As written, it will be retroactive to this Fall semester, but a case for this being negative for the student has not been found.

Graduate Council Updates

Neal Sullivan

2.1 **GEOLOGY and GEOLOGICAL ENGINEERING**

[status: CIM 10/03]

3 program changes: GIS & Geoinformatics Certificate: Geohazards Evaluation
 GIS & Geoinformatics Certificate: Environmental Studies
 GIS & Geoinformatics Certificate: Natural Resources Assessment

Reduced required courses from two to one and moved one of the two required courses as an elective. Changed effective catalog date to 2021-2022

MOTION: To approve the three program changes to the GIS and Geoinformatics Certificates: Geohazards Evaluation, Environmental Studies, and Natural Resources Assessment. By Sullivan; seconded by Figueroa. No abstentions. APPROVED.

2.2 **Graduate Council Subcommittees**

- Advisor/Advisee Procedures and Expectations

Sullivan explains that the guidance document from Mechanical Engineering designed by Professor Jason Porter was a tool used to facilitate communication between an advisor and advisee along with a list of expectations.

The subcommittee discusses what language would be appropriate to modify the document and finalize it for graduate coordinators in their respective departments. This document can then be used as a resource on number of hours a student should put in or anything an advisor would want to change, this can be done.

- Stipends for Graduate Students

The question asked by the subcommittee is if there should be a campus-wide minimum stipend for all graduate students. The minimum is currently just under \$25,000 a year for a 0.67 full-time equivalent graduate student.

Sullivan states that the debate in the subcommittee had been if this is appropriate across the board.

- Interdisciplinary Programs

Sullivan informs Senators that this has been a complex issue, but the main focus of the subcommittee is representation of interdisciplinary programs on Graduate Council.

Discussion follows on interdisciplinary program structural issues within both undergraduate and graduate disciplines as well as discussion of a Senate committee regarding interdisciplinary programs.

Holz suggests communication with the Office of Graduate Studies regarding stipends and interdisciplinary programs.

New Business / Adjourn

Andy Herring

Dave and Terry bring up to Senators that the Mines Catalog has not been looked at in three years and details should be discussed via the councils.

Senators are also brought to speed on the virtualization of computer labs. Herring has reached out to the department head Division Director Committee and has found that a \$600,000 grant has been given to accelerate the virtualization process. Responses are still being sought after, and issues will be discussed by Senate as they arise.

MOTION: To adjourn the December 8, 2020 Faculty Senate meeting. By Handorean; seconded by Voelker. No abstentions. **APPROVED.**

Faculty Senate adjourned at 4:00 pm.

Next Meeting: January 13, 2021, 2:00 – 4:00 pm, via Zoon. Please send all items for agenda to mgreen1@mines.edu one week prior to the meeting.