

Colorado School of Mines – FACULTY SENATE MEETING MINUTES
 May 2, 2:00 – 4:00 pm, Green Center 224 and Zoom

Attendees:

Voting Members: 14 total (8 needed for quorum). Quorum was present.

P	Jeff King (Chair)	P	Cristian Ciobanu (ME)	A	Linda Figueroa (CEE/MN)	P	Joseph Horan (HASS)
P	Mark Eberhart (CH)	A	Brandon Dugan (GP)* Sabbatical Spring 2023	A	Mansur Ermila (PE)	A	Soutir Bandyopadhyay (AMS)
P	Bettina Voelker (CH)	A	Lawrence Wiencke (PH)	A	Pat Kohl (PH)	P	Ventzi Karaivanov (ME)
P	Sid Saleh (EB)	P	Deb Carney (AMS)				

Other Regular Attendees and Guests

P	Andrew Herring (AA)	A	Rick Holz (AA)	P	Paul Myskiw (RO)	A	Colin Terry (Student Life)
A	Sam Spiegel (Mines Online)	A	Emmelia Ashton (USG)	A	Liam Witteman (GSG)	P	Mara Green (AA)
P	Vibhuti Dave (UGS)	A	Tim Barbari (OGS)	P	Lori Kester (EM)	A	Nicole Becwar (LB)
P	Karla Perez-Velez (CASA)	P	Deb Jordan (Trefny)	A	Jen Gagne (Graduate Admissions)	A	Terri Hogue (Dean)
A	John Berger (Dean)	P	Todd Ruskell (PH)	A	Dinesh Mehta (Trustee)	P	Jon Johnson (Mines Online)

Special Guest(s): Administrative Faculty Council (AFC) representatives

Welcome

Jeff King

King thanked Senators and AFC for attending the meeting. King notified Senators that he would be out of office during the 5/9 meeting and requested volunteers to run the hybrid meeting, he noted there may be a fully remote meeting on 5/9.

King noted the 5/9 meeting would be important; a new Faculty Senate President would be selected alongside welcoming new Senators. Five vacancies were reported, three letters of intent had been submitted. Advertising for the vacancies had been active for two weeks, but further advertising could not be extended past the 5/9 meeting. King encouraged Senators to reach out to interested colleagues.

The vote on the Economics and Business (EB) proposal to replace EBG201 with EBG321 in the core was planned for the 5/9 meeting.

Senate Business

Jeff King

Faculty Handbook Update

Members of the Administrative Faculty Council were present at the 5/2 meeting.

- **Question** on the process of the Faculty Handbook revision; King explained the Faculty Handbook committee collects input from across the university on the Faculty Handbook and reconciles input for edits. The committee would then vote on the edits and distribute the revisions to the broader community for a collection of comments. A thirty-day comment period is designated. Should Faculty Senate not object or comments are not collected, the committee assumes agreement with the revision. The Board of Trustees would take the committee’s revisions and vote at the 6/2 meeting; King noted the Board owns the Faculty Handbook and Faculty Senate provides recommendations to the committee and the Board. Should the Senate object to the

changes, a conciliation process begins, and a conciliation committee is formed ([see section 3.4 of the Faculty Handbook](#)).

Administrative faculty are exempt non-hourly employees; some classified employees may fall into the definition of administrative faculty. These individuals would not fall under the category of academic faculty.

The Faculty Handbook committee presented two large sets of changes. King outlined the changes during the meeting: moving the benefits language out of the Faculty Handbook under control of Human Resources (HR) and the removal of administrative faculty from the Faculty Handbook and renaming of the classification to administrative professional.

King had discussed the proposed benefits change with Christine Homer; HR would like to remain up to date with benefits and noted there was a disconnect between changes to state law and updates made to the Faculty Handbook which may create a disconnect between laws and the Handbook for upwards of six months prior to the next round of changes.

The decision to remove administrative faculty from the Handbook and rename the title to administrative professional was reported as a senior leadership team decision with interest from HR. Administrative professional was reported as a clearer distinction between faculty and other positions on campus and may be confused with academic faculty; the AFC had provided arguments against the change. AFC reported two different surveys were provided with differing results. HR reported the administrative faculty were in favor of the change, but the AFC distributed survey showed most administrative faculty were concerned.

The AFC reported the survey distributed by HR did not frame the issue and had a tight turnaround; the AFC survey provided background. The AFC raised concern of removing administrative faculty from the Handbook and its potential impact on this group; the individuals under administrative faculty classification would no longer have a governing board or guidelines. The AFC recommended reviewing the Handbook and classification and, upon further review and communication with the governing bodies, deciding if removal is necessary.

Smaller changes were performed within the Faculty Handbook revisions; however, the 5/2 meeting focused on the removal of benefits language and the concerns raised by the AFC.

- **Question** on the response rate of the surveys; AFC reported a 66% response rate for both surveys.

The AFC reported over 500 administrative faculty on campus with some maintaining twelve-month appointments and are faculty. Several hold leadership roles. Feedback provided included the title of administrative professional being seen as “glorified assistant” while many administrative faculty have higher education degrees.

The AFC noted that without the presence of guidelines, the administrative faculty would not have a governing board or guidelines.

Senator noted the lack of anonymity when providing comment or feedback on the revisions may hinder responses.

Senator raised concern on whether the institution had been out of compliance with state law benefits language for years and, if not, why the change would be implemented now.

Senator recommended changing the Faculty Handbook editing cycle due to issues with faculty participation in reviewing revisions; suggestion made for changes to be made following the calendar year, rather than the academic year.

Senator recommended Faculty Senate and the AFC sit down and review the Faculty Handbook together and provide clarification on issues presented.

- **Question** if the changes impact library faculty; no changes had been made to section 8.4 of the Faculty Handbook.
- **Question** if merely objection is necessary or if a recommendation would be provided by Faculty Senate; King noted Faculty Senate would propose the objection in writing with proposed recommendations. The Senate would not be able to object due to a lack of time to review.

The AFC noted there are several administrative faculty that take pride in their classification as faculty. Faculty Senate asked that administrative faculty proposed reclassification to administrative professionals not be called a demotion.

Faculty Senate to draft an objection to the presented changes in time for the thirty-day comment period deadline of 5/5.

Adjourn

Jeff King

Meeting adjourned: 2:55 pm.

Next Meeting: May 9, 2:00-4:00 pm in the Guggenheim Boardroom and Zoom. Please send agenda items to Mara Green (mgreen1@mines.edu) 1 week prior.