

Colorado School of Mines – FACULTY SENATE MEETING MINUTES

April 23, 2024, 2:00 – 4:00 pm, in Zoom

Attendees:

Voting Members: 15 total (10 needed for quorum). Quorum was present.

P	Brandon Dugan (Chair)	P	Vaughan Griffiths (CEE)		Jamal Rostami (MN)	P	Cortney Holles (HASS)
P	Deb Carney (AMS)	P	Soutir Bandyopadhyay (AMS)	P	Ventzi Karaivanov (ME)		Lawrence Wiencke (PH)
P	Mansur Ermila (PE)	P	Pat Kohl (PH)	P	Sid Saleh (EDS)	P	Ning Wu (CBE)
	Mark Eberhart (CH)	P	Shubham Vyas (CH)	P	Cristian Ciobanu (ME)		

Other Regular Attendees and Guests

	Dinesh Mehta (Trustee)	P	Rick Holz (AA)	P	Paul Myskiw (RO)		Colin Terry (Student Life)
P	Sam Spiegel (Online)		Tim Barbari (OGS)		Lori Kester (EM)	P	Kristeen Serracino (AA)
	Auckland Sacco (USG)		Deb Jordan (Trefny)	P	Andy Herring (AA)	P	Nicole Becwar (LB)
P	Lauren Guido (GSG)	P	Jon Johnson (Online)	P	Vibhuti Dave (UGS)		Karla Perez-Velez (CASA)

Special Guest(s): Megan Sanders, Becky Swanson

Welcome, Approval of 3/12 and 4/9 Meeting Minutes

Brandon Dugan

MOTION: The motion to approve the 3/12 meeting minutes was motioned by V. Griffiths, seconded by S. Vyas. The motion to approve the 3/12 meeting minutes was approved with 8 approved, 0 opposed, and 2 abstentions.

MOTION: The motion to approve the 4/9 meeting was motioned by V. Karaivanov, seconded by S. Vyas. The motion to approve the 3/12 meeting minutes was unanimously approved with zero opposition and zero abstentions.

Academic Affairs

Rick Holz

R. Holz reminded that Brown Hall has been evacuated and closed. It will not be re-opened until 2:30 pm due to a strong smell that was noted, likely due to roofing work that is currently being done on the building. Classes held in Brown are cancelled during this time, but the building is being aired out. Please extend apologies to any faculty that may have been impacted by the temporary closure.

Tomorrow (4/24) is the faculty award ceremony at 4:00 pm. Several faculty members will be recognized and honored including the University Distinguished Professor and University Distinguished Teaching Professor. During the ceremony, the Faculty Senate senators will be asked to come up to the stage to also be recognized so attendance is encouraged. This will be a good opportunity to get more people involved in the Senate for next year.

Lastly, R. Holz encouraged attendance at the May graduation ceremonies. There will be four ceremonies (one on Thursday, 5/8 and three on Friday, 5/9), but R. Holz urged that faculty attend at least one to have a strong faculty showing.

- **Question:** M. Ermila asked if there is an evacuation protocol in place in case there is an emergency or building closure during a finals weeks?
- **Answer:** R. Holz answered that if there is building closure, the Registrar's Office would assist in finding what additional space is available during that exam period. There is no alternative room plan, but in that situation, it would depend on what extra space is available.
- **Comment:** P. Myskiw added that there is a contingency plan in place to move around space, including having a make-up day. In the case of an emergency, it would be all hands on deck to help relocation, especially during exams.
- **Question:** D. Carney asked if there is an update on the incoming student numbers? Did we move our date for deposit?
- **Answer:** R. Holz answered that the date for deposit did get moved to May 15th in response to the FAFSA issue and to give potential students a chance to decide on their financial aid package between Mines or CU Engineering. Currently, we have 1,358 students with 19 international students and 93 transfer students. The target is 1,550 students. It will be difficult to compare this year's enrollment with last year's due to the May 15th extension, but the target number of students will remain the same.
- **Question:** V. Karaivanov asked if there is an update on the bookstore? How will we manage the First Day access program? How will summer programs be managed?
- **Answer:** A. Herring answered that the contract with Barnes and Noble ends in the summer and Mines plans to not renew. Therefore, a virtual bookstore is currently in the bidding process. Only supplies and Mines gear will be sold in the bookstore on campus. Purchasing of textbooks will happen online. The First Day access program will be included as part of the bid. The contract does not end until July so it will not affect upcoming summer course/students.
- **Question:** M. Ermila asked about international student enrollment and the resolution of any visa issues.
- **Answer:** R. Holz answered that the visa issue may not be completely resolved yet for students. The lack of international students on campus is due to lack of applications and the need for more recruiting of international students. It is an area that should be more engaged but has not had a lot of emphasis due to the high demand from domestic students. In the future, we can start to think about how to balance in-state and out-of-state students and then grow the international student population.

Registrar's Office

Paul Myskiw

The 2025-2026 calendar will be published in the next few days. In the past, calendars were built only a year in advance pending Jefferson County School District dates to stay aligned with Spring Break. It was proposed that calendars be published without those dates and identify anchor dates to tie the start of the fall and spring semester II. This will help to build academic calendars at least two years in advance and be nimbler with future planning. In 2025, the drop date will be aligned with the add date (second Wednesday of the semester) in response to student fluctuations in swapping classes and having appropriate course availability. This will streamline things, create fewer registration action forms, and simplify the process overall.



COLORADO SCHOOL OF
MINES
@ 150 | 1874-2024

Undergraduate Council Updates

Ventzi Karaivanov

1.1

CBE		Michael Barankin
CIM 3/29		
1 program change:	BS-CHE: BS IN CHEMICAL ENGINEERING	
	Updating elective lists	

This change is to the Bio tech electives list. To qualify as a chemical engineering elective, the course needs to have a CBE course listed as a co- or pre-requisite.

1.2

QBE		C. Josh Ramey
CIM 3/29		
1 program change:	MIN-BIOL: MINOR IN BIOLOGY	
	Changes add possible electives for the Biology minor and delete courses that are no longer offered	

UGC will vote on these items on May 8th due to a rescheduled meeting (4/24 meeting cancelled due to the faculty award ceremony). During the previous meeting, UGC voted and approved the de-listing of semester offered in the catalog. It is currently in GC for approval and then it will be brought to the Faculty Senate.

- Question: D. Carney asked if the program changes deadline has already passed?
- Answer: V. Karaivanov answered that the deadline for program changes to be added to the 2024-25 catalog has passed. Any program changes submitted after will be added as an addendum.
- Comment: B. Dugan encouraged that departments/programs need to stick to deadline dates in the future.

Graduate Council Updates

Soutir Bandyopadhyay

1.1

ECONOMICS AND BUSINESS

Jared Carbone

[CIM 3/15]

1 program change:

MS-ETMT: MS IN ENGINEERING AND TECHNOLOGY MANAGEMENT (ETM)

OGS has requested that 400-level courses no longer count toward MS degree requirements for 4+1 programs. We propose deleting language from the ETM portion of the graduate catalog that permits credit for 400-level courses and the associated list of courses. We are also adding 2 new courses (EBGN527 and EBG529) to the list of ETM electives in the Engineering Management and Analytic Methods section.

1.2

NUCLEAR ENGINEERING

Andy Osborne

[CIM 3/11]

1 program change:

MEMSPHD-NUAS/NUEG: ME, MS & PHD IN NUCLEAR ENGINEERING

Reduced credits for thesis MS from 36 to 30 credits by reducing the number of research credits from 12 to 6 in anticipation of the per-credit tuition pricing.

1.3

MECHANICAL

Cadi Gillette

[CIM 3/26]

2 program change:

MS-ADD-NT: MSNT IN ADDITIVE



COLORADO SCHOOL OF MINES
@ 150 | 1874-2024

MANUFACTURING

Updated course list to align with university policy regarding 400-level courses.

1.4

XCRTG-ADD: GRAD CERT IN
ADDITIVE MANUFACTURING

Removed 400-level course to align with the university's policy.

1.5

AMS

Samy Wu Fung

[CIM 3/26]

1 program change:

MSPHD-AMS: MS & PHD IN APPLIED
MATH & STATISTICS

Editing program to remove 400 electives under new policy.

1.6

ORWE

Cadi Gillette

[CIM 4/8]

1 program change:

MSPHD-EBOR: MS & PHD IN
OPERATIONS RESEARCH WITH ENGINEERING

Removing 400-level courses to align with university policy.

1.7

ROBOTICS

Andrew Petruska

[CIM 4/4]

1 program change:

MSPHD-CRTG-ROB: MS, PH, AND GRAD
CERT IN ROBOTICS

Removing 400-level courses to align with university policy.

1.8

PHYSICS

Uwe Greife

[CIM 4/8]

1 program change:

MS-QUE: MS IN QUANTUM
ENGINEERING

Removing 400-level courses to align with university policy.

MOTION: The motion to approve Graduate Council items 1.1 to 1.8 was motioned by V. Karaivanov, seconded by D. Carney. The motion to approve Graduate Council items 1.1 to 1.8 was unanimously approved with zero opposition and zero abstentions.

Research Council Updates

Brandon Dugan for
Mark Eberhart

The REI awards which were introduced in the previous meeting are in the process of finalizing funding. Announcements should go out soon so people can start adding that research infrastructure to campus.

Approval of Graduation Lists

Brandon Dugan

The approval will include 839 undergraduates to graduate in May, 130 undergraduates to graduate in August, 46 certificate students to graduate in May, 266 non-thesis masters students to graduate in May, 65 masters thesis students to graduate in May, and 75 PhDs to graduate in May.



MOTION: The motion to approve the graduation lists was moved by S. Vyas, seconded by M. Ermila. The motion was approved unanimously with zero opposed and zero abstentions.

Peer Observation Program

Megan Sanders, Justin Shaffer, Polina Ringler, Becky Swanson

M. Sanders thanked the Senate for their support in trying out the program this year. As a reminder, the Peer Observation program developed a set of resources and observation templates to support faculty in implementing changes which can be found at: <https://trefnycenter.mines.edu/peer-observation-toolkit/>. Dylan Osborn, a CS undergraduate student, developed a program for pairing 87 faculty for observations. M. Sanders reporting that things went well. However, communication continues to be a challenge as some faculty were aware of the initiative, while others seemed caught by surprise. Also, there are ongoing concerns about how the data will be used despite the emphasis on formative feedback. In debriefs, faculty have generally found the process positive/helpful, and several constructive suggestions have been received that will be implemented into the next round. There has even been interest in this model from outside of Mines as other institutions have wanted to learn more about it.

Additional changes that will be implemented in the next round of the program include earlier communications with DHs to clarify expectations, sharing training materials and pairs with faculty participants earlier, more emphasis in training on formative feedback, pairing based on specific course faculty, and adding additional resources and examples. Next steps include gathering a focus group in the summer to get more in-depth feedback, developing an assessment plan, generating a report for fall, facilitating off-cycle observations in fall 2024 for faculty who were not teaching or who were teaching a course not well-suited for observation, implementing a revised program with 6 new departments in spring 2025.

- **Question:** S. Vyas asked did the departments that participated volunteer? Are all faculty within that department picked?
- **Answer:** M. Sanders answered that the departments were chosen based on who we thought represented a range of people on campus and then invited them to participate. It has not been decided how department will be chosen in the future, but for the first round, departments participated via invitation which included all faculty.
- **Question:** B. Dugan will six departments be chosen every time, or will there be an eventual scale-up to do every department every year?
- **Answer:** B. Swanson answered that six seemed like a reasonable place to start for the pilot. With added interest and resources, which may expand in the future.
- **Question:** S. Vyas asked if it was an enjoyable experience? What was the time commitment? What is an effective way to market this to faculty to encourage them to participate?
- **Answer:** B. Swanson answered that they did not do any observing yet, mostly running the program and creating trainings but may do off-cycle observations in the spring compensation. D. Carney added that the exact time commitment will be better known once the data is received and added that the compensation received seemed more than fair for the work required. C. Holles that as a participant during the pilot and during the semester, it helped to get to know other people you may not otherwise know and provided an opportunity for reflection.



- **Question:** B. Dugan asked will graduate teaching fellows be included?
- **Answer:** M. Sanders answered that is not something that has been discussed but can take it into consideration.

Budget Committee Update

Shubham Vyas

In the last Budget Committee meeting, the FY25 budget was approved. For FY24, there is \$32.1 million extra which will be spent as bills are coming due. The projected net will be -\$0.7 million. For FY25, faculty and employee benefits, especially health insurance, are going up by 12%. There will be continual investment into the entrepreneur initiatives that Mines has already made, improve undergraduate enrollment, and improve infrastructure. There is also a major push to build reserves that were lost during COVID and subsequent years. Challenges in terms of more expenses include the changes in FAFSA and inaccuracies in the FAFSA forms which may affect how much is dedicated to financial aid as well as the state of Colorado's Colorado Promise Program. The program states that if a student falls into a certain financial category, all expenses are covered by the institution. This is statewide, but Mines is one of two institutions who are not participating in the program. However, Mines can be forced to participate at any time. This is currently not in the budget, but it could be an estimated \$4-10 million expense depending on how many students fall into the category. A final challenge is expanded community impact as there are more students which means more police presence, ground staff, and support staff. The anticipated 1,550 new students for fall will bring the undergraduate student population to 6,000 along with 864 non-thesis graduate students and 996 thesis graduate students for a total of 7,900-8,000 students for FY25.

Increase in revenue in FY25 will include an increase in tuition revenue, an increase in housing and dining, and an increase in State support. The graduate tuition restructuring has been tabled for fall 2024 and will wait to be implemented in fall 2025. Parking fees will also be increasing by 9-10% for all employees and students. Additionally, 16 more FTEs will be added (with around six dedicated to faculty).

- **Question:** M. Ermila asked is parking increasing for both students and faculty?
- **Answer:** S. Vyas answered yes, the parking fee will include both employees and students.
- **Comment:** B. Dugan reminded the Senate of the upcoming budget discussion opportunity on May 1st where questions will be addressed.

Handbook Response

Brandon Dugan

Draft response Handbook

Last week, during the informal Senate meeting, 7 comments were drafted in response to the Handbook changes. Some are just asking for additional information or clarification on what the change will be or how it will change it is removed from the Handbook. The following items were addressed:

Section 5.2 - Comment: R. Holz mentioned that for the table of benefits (Section 5.2), please keep in mind that much of it is governed by State and Federal law so that is the motivation behind specifically cutting it out in the Handbook and having it more as a policy statement. The Senators discussed that for the table of benefits, it would be effective to have it remain in the Handbook to provide the full description of benefits and use the link the Human Resources webpage to note any changes required by law.

Section 6.2.3.A.3 - The Senators are seeking clarification on collegiality. The proposed text could be

interpreted to conflate being collegial with being non-discriminatory in accordance with law. What is the definition of being collegial? One person's "collegial" could be another person's "non-collegial" and the explicit list risks being non-inclusive. There is a need for a clearer and more consistent link with the Codes of Conduct.

Section 7.1.D - The Senators requested clarification that the assessment is for the current review period.

Section 7.3.2 - The Senators requested clarification on what defines recurring performance issues.

Section 9.1.1 - The Senate recommended the updated table notification dates should be written in terms of time of service to accommodate different start dates (e.g., August start date vs. January start date) and defining the 2-year contract.

Section 9.3 - The Senate requested clarifying language on what it means to report to work and language that this applies to semesters and not summer unless teaching a summer course. The Senate agreed that 30 days is too long, but 5 days is pretty short.

Comment: A. Herring mentioned that this applies to employees that cannot be found after an initial investigation and attempts to contact the employee. Outside of higher education, the time frame is usually 1 or 2 days.

Comment: P. Kohl suggested that this section could be rephrased that the 5-day timer would start after initial investigation and steps to contact is complete.

Section 10.1

There was a lengthy discussion about this section. The Senate tried to narrow it down to the biggest concern which was a lot of it relies on the Copyright & Works of Authorship Policy which is not approved and has not been vetted. The Senate did not feel comfortable even reviewing 10.1 in full since it relies on a policy that has not been vetted yet. The Senate would like to see the Copyright & Works of Authorship Policy discussed further. There has been no formal request made for Faculty Senate input.

Comment: A. Herring requested that the initial memo written between the Senate and the Provost office regarding online content be located and reviewed as well.

Comment: S. Bandyopadhyay added the Graduate Council also raised concerns about Section 10.1. W. Vaughan responded back via email which he plans to share with Graduate Council to respond to within the deadline.

Section 10.3 was not discussed during the previous Senate Meeting, and the Senate has not yet received anything from Graduate Council regarding this section. A. Herring added that Scott Allen has been to Graduate Council and agreed on a joint committee that would review the procedures in removing the language from the Handbook.

Next Senate Meeting

Brandon Dugan

The next meeting is currently scheduled for May 14th which is after the semester ends. Those that are



**COLORADO SCHOOL OF
MINES**
@ 150 | 1874-2024

teaching field session would not be able to attend. B. Dugan suggested that the May 14th meeting be cancelled and add a May 7th meeting where outstanding items can be closed out. These items include introducing the new senators (need 6 senators) for next year and electing a Senate President for next year as well as any trailing items to take care of. C. Holles updated that nominations are trickling in, but a lot do not qualify. R. Holz mentioned that, if needed, he could also send out communication to encourage faculty to fill the open Senator seats. V. Dave added that the Trefny Innovation Instruction Center Teaching & Learning celebration event is being held on May 7th from 2:30 pm to 4:30 pm. B. Dugan added that the plan is to have a short meeting on May 7th to attend this event afterward. V. Karaivanov added that UGC has two program items that require Faculty Senate vote and requested that the vote be taken electronically as the UGC meeting to vote will be on May 8th.

MOTION: The motion to cancel the May 14th meeting and add a May 7th meeting with moved by C. Holles, seconded by P. Kohl. The motion to cancel the May 14th meeting and add a May 7th meeting was unanimously approved with zero opposition and zero abstentions.

Upcoming Items and Events

Brandon Dugan

Faculty Awards Celebration (April 24)
Budget Forum (May 1)
Celebration of Teaching and Learning (May 7)
Commencement (May 9 and 10)

Adjourn Brandon Dugan

Next meeting: May 7th in the Guggenheim Boardroom. Please send agenda items faculty_senate@mines.edu 1 week prior.



COLORADO SCHOOL OF
MINES
@ 150 | 1874-2024