

Colorado School of Mines – FACULTY SENATE MEETING MINUTES
 October 22, 2024, 2:00 – 4:00 pm, Guggenheim 3rd Floor Boardroom/[Zoom](#)

Attendees:

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

P	Brandon Dugan (Chair)	P	Nicole Becwar (LB)	P	Jamal Rostami (MN)	P	Cortney Holles (HASS)
P	John Spear (CEE)	P	Chuck Stone (PH)	P	Ventzi Karaivanov (ME)		Piret Plinket-Bjorklund (GGE)
P	Mansur Ermila (PE)	P	Paul Martin (AMS)	P	Jeff Holley (CEE)	P	Ning Wu (CBE)
P	Shubham Vyas (CH)		Cristian Ciobanu (ME)				

Other Regular Attendees and Guests

	Dinesh Mehta (Trustee)	P	Rick Holz (AA)	P	Paul Myskiw (RO)	P	Colin Terry (Student Life)
P	Sam Spiegel (Online)		Carl Frick (OGS)		Jen Gagne (GA)		Nichole Bigley (AA)
P	Mikhaila Powers (USG)		Megan Sanders (Trefny)	P	Andy Herring (AA)	P	Karla Perez-Velez (CASA)
	Lauren Guido (GSG)		Kathleen Tomon (GSG)	P	Vibhuti Dave (UGS)		Jon Johnson (Online)
	D. Scott Heath (RO)	P	Kristeen Serracino (AA)	P	Lori Kester (EMLT)		

Special Guest(s): Lakshmi Krishna, Charles Powell, Andrea Borrego

Welcome, Approval of Prior Meeting Minutes

Brandon Dugan

Student feedback was received that students are appreciative that exams and major assignments are not given around Fall Break.

MOTION: The motion to approve the previous meeting minutes was moved by J. Spear and seconded by S. Vyas. The motion to approve the previous minutes was unanimously approved with zero opposition and zero abstentions.

Academic Affairs

Rick Holz

R. Holz reminded the Senate that Thanksgiving break is another time to give students a chance to enjoy their break by not giving take-home exams or big homework assignments even though it is close to finals. Many faculty will use this time to review to help prepare students for finals. A reminder will go out from Academic Affairs to remind departments of this. This upcoming weekend is Family & Friends Weekend. Many parents will be on campus and there are various events occurring across campus. One of the activities scheduled is the Edgar Mines tours. Additionally, the Mines football game versus Western Colorado is this Saturday at noon.

- **Question:** J. Spear added that QBE field session students will take a visit to the Edgar Mine and say they wish they had known about it sooner. Should all freshmen go to the Edgar Mine?



- **Answer:** R. Holz answered that due to the size of the mine, it probably could not handle having every freshman visit. But this is a resource unique to Mines and is currently being heavily utilized by the Physics department with the quantum computing hub as well as Petroleum, Geophysics, Geology, and Mechanical. J. Rostami added that the Mining department always welcomes visitors, however, the mine can only accommodate 20 visitors at one time. Visitations can be scheduled for the weekends since several students are trained to be official guides.
- **Comment:** R. Holz added that Senate may consider visiting the Edgar Mine for a tour and holding the remainder of the meeting in the classroom at the mine.
- **Comment:** M. Ermila added that there is limited parking at Edgar Mine. J. Rostami added that when the mine has many people visiting, there is a parking lot that can be used.

Registrar's Office

Paul Myskiw

Migration to the Cloud for the student information system is scheduled for October 24th. There will be some downtime of applications except for Canvas. All applications will be back online on October 30th. Any unforeseen outages will be communicated to campus.

- **Question:** C. Terry added that the excused absence system will be down during the migration. Student Life will send out an announcement to campus about this. What other systems will go down temporarily?
- **Answer:** P. Myskiw answered that Mines has 65 3rd party pieces of software that integrate with Banner that will be temporarily unavailable. These will all migrate to the Cloud in phases. These applications will be accessible but will not be able to sync with Banner. For example, StarRez will not be able to feed data to Banner for Housing and admission applications will be held inside of Slate until Banner is back up and running. The excused absence system may be more of a workflow system so it will likely be back online on Monday afternoon.
- **Question:** S. Vyas asked what are the dates? Can communication go out early for faculty to plan accordingly?
- **Answer:** P. Myskiw answered the dates are the 24th-30th. An email from the CIO went out on the 16th and there was also an announcement in today's Daily Blast. Feedback has been received from students, so students are aware of the transition and that GEODE is going away.
- **Comment:** B. Dugan added that the Daily Blast from today stated that systems will go down on October 24th at 5:00 pm until October 30th at 8:00 am and includes Banner, Trailhead, DegreeWorks, Courseleaf, Transact Campus, and the MyAccount page.
- **Question:** C. Stone asked why is GEODE being discontinued?
- **Answer:** P. Myskiw answered GEODE is being discontinued because it is not Cloud compatible. SmartPlan will take the place of GEODE but will not be available until March for summer and fall registration.

Faculty Trustee Nominations

Brandon Dugan

D. Mehta's two-year term as the Faculty Trustee will end in December. B. Dugan and C. Holles will draft a call for faculty and send it out for volunteers. A statement of interest of 250 words will be requested. Nominations will be due by the middle of November to be reviewed and then recommendations for a campus vote will be tentatively scheduled for December 1st.



Graduate Council Updates

John Spear

1.1 Mechanical Engineering [CIM 9/24]

Rajivasanth Rajasegar

1 program change:

MSPHD-ME: MS & PHD IN
MECHANICAL ENGINEERING

Modernizing MSNT, MST, and Ph.D. programs to better meet the needs of the students, Department, and University.

1) Reduced Ph.D. required Course Credit Hours from 36 credit hours down to 30 credit hours to provide more time for students to graduate with a Ph.D. on time.

2) Replaced separate Research Cores with broader Mechanical Engineering Core to broaden student coursework and reduce the number of required courses that need to be taught both in person and online. 3) Streamlined the catalog description by eliminating unnecessary text from the catalog (text that is already located elsewhere in the catalog or is outside the scope of the catalog).

Graduate Council Approved on 10/2/24

Voting Results – 13 approved, 0 opposed, 0 abstentions

MOTION: The motion to approve the MSPHD-ME program change was moved by S. Vyas and seconded by J. Rostami. The motion to approve the MSPHD-ME program change was unanimously approved with zero opposition and zero abstentions.

- **Question:** C. Stone asked how many graduate students are in the MS and PhD program?
- **Answer:** R. Holz answered there are approximately 80 MSNT students and 25-50 PhD students. It is one of the bigger programs on campus. B. Dugan added that this is one of the few remaining programs at more than 30 credit hours.

1.2 UCTE [CIM 9/18]

Lori Tunstall

2 program changes:

MSPHD-UEEG: MS & PHD IN
UNDERGROUND CONSTRUCTION AND
TUNNELING ENGINEERING

Replace MNGN509 with CEEN532 in the required course list.

XCRTG-UCTE: GRADUATE CERTIFICATE
IN UNDERGROUND CONSTRUCTION AND TUNNEL
ENGINEERING

Replace MNGN509 with CEEN532 in the required course list.

The proposed changes are addressing the following issue – the MNGN course was required for UCTE but was not regularly offered. As a result, MN developed their own course to control the frequency of offering and tailor the course to be more specific to their application.

Graduate Council Approved on 10/16/24

Voting Results – 15 approved, 0 opposed, 0 abstentions



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The program changes have been tabled to bring up discussion in Graduate Council if MNGN509 and CEEN532 can be cross-listed and offered as an either/or option for students. This might provide more flexibility in recruiting an instructor from either department since it is a required course. Currently, MNGN509 is only offered online. S. Spiegel added that if a course is required, it must be offered periodically in the modality of the program students are in. This will be presented to the Graduate Council to revise approval and bring back to the Senate.

The Graduate Council is looking to move meetings to in-person. To accommodate Council members who may need to do school pickup or after-school activities, the time will be moved to 2:00 PM on Wednesdays starting next semester in January. Remote attendance will also be available. The Undergraduate Council surveyed its members to also think about moving to in-person meetings, but majority voted to stay remote. However, an earlier meeting time was not presented so this will be discussed in the next UGC meeting.

- **Comment:** B. Dugan added that details regarding in-person Council meeting times can be included in the call for new Council members to ensure availability in the future.

Procedures Manual Revisions

Andy Herring

The new Procedures Manual has been published. Changes are always made to ensure compatibility between the Procedures Manual and the Handbook. It is designed to be a living document, so revisions are welcome to make it better or ensure consistency. Currently, there are few inconsistencies between the Handbook and Procedures Manual that need to be fixed including wording on the volunteer faculty positions (the Handbook states that it must be approved by the Associate Provost which needs to be changed to the Provost). Other changes include adding university policies that have already been implemented but not yet added – PD Account guidelines (3.3) and making Canvas the only place to store course materials (not personal webpages) to maintain confidentiality and streamline reporting for ABET (3.14). There also was an addition to the Awards section of the Procedures Manual that states that all nomination packages must include a memo from the Department Head to certify that the faculty member is eligible. The memo will not count towards the total number of pages in the actual nomination. Lastly, a P&T guideline template has been added.

For the Faculty Handbook, HR has several changes so there will be another forum held next semester. The IP policy will be reviewed again. More details to come. One upcoming change is to allow faculty to only apply for tenure once. This will not impact going up for a full professor. B. Dugan added that this will encourage people to follow the process, talk with the P&T chair for their department, and receive feedback.

- **Question:** B. Dugan asked what is the difference between making changes to the Handbook versus making changes to the Procedures Manual?
- **Answer:** A. Herring answered to make suggestions/changes to the Procedures Manual, an online revision form is available which is reviewed, approved, and published. The Procedures Manual is designed to not conflict with the Handbook and is procedures only, not policy. The Handbook is policies and is run by the shared governance of the University Handbook Committee. The Committee meets to discuss the changes that are proposed in the fall. Language compatibility and appropriate section placement are done in the spring. Proposed changes are then scheduled for a 30-day comment period starting the Monday after Spring Break during which the Administrative



Faculty Council and Faculty Senate are called to make any comments. The Faculty Handbook Committee then has a couple of weeks to decide whether to agree or disagree with the comments made. Changes are then formatted into a written report for the Board of Trustees to review and vote. Approved changes are then published in the summer. Due to its lengthy process, there has been a lot of pressure from General Counsel, RTT, and HR to remove things from the Handbook that are likely to be changed by State or Federal Law. Law changes are typically made in January and not in July when the Handbook is published, which risks a 6-month period where the Handbook is not legally compliant.

- **Question:** J. Spear asked could communication go out from IT to faculty regarding the use of Canvas for course materials only?
- **Answer:** A. Herring answered that this is a good suggestion.

Adjourn – Regular Meeting

Brandon Dugan

Next meeting: November 12, 2024 in the Guggenheim Boardroom. Please send agenda items faculty_senate@mines.edu 1 week prior.



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