

COLORADO SCHOOL OF MINES FACULTY SENATE MINUTES

May 8, 2007 - 2:00pm

Hill Hall Room 300

ATTENDEES: Andersen, Collins, Ganesh, Jesudason, Martins, McKinnon, Mishra, Mooney, and Vincent

APOLOGIES: Dagdelen, Petr, Romberger, and Walls

GUESTS: Arthur Sacks -Associate Vice President for Academic and Faculty Affairs

COMMENTS FROM GUESTS:

A. Arthur Sacks

1. There are currently 17 faculty searches in progress. Eleven faculty will be leaving CSM.
2. The Reorganization Task Force will be meeting with President Scoogins.

BOARD OF TRUSTEES MEETING REPORT:

A. Mishra reported the BOT met on April 27, 2007 and approved Biochemical Engineering by a vote of 7 to 1 and Nuclear Engineering by a unanimous vote. These programs will now be presented by the President to CCHE for its approval.

B. A student approved fee increase for capital construction was approved by the BOT.

C. The BOT has scheduled meetings for the summer.

OLD BUSINESS:

A. Approval of Commencement Lists

1. Based on successful completion of all requirements for the BS degree, those undergraduates listed are approved to receive a Bachelor of Science degree from the Colorado School of Mines was passed unanimously by Senate mail ballot.
2. Based on successful completion of all requirements for the respective degree those graduates listed are approved to receive the degree from the Colorado School of Mines was passed unanimously by mail ballot.

B. The Faculty Senate Distinguished Lecture Committee nominee, Dennis W. Readey, as the 2007 Faculty Senate Distinguished Lecturer was approved unanimously by Senate mail ballot.

C. Faculty Bylaws Revisions

1. Article II.D.1 - change Senate will meet in open session at 2:00 pm on the first and third Tuesdays ... to Senate will meet on the fourth Tuesday of each month during the academic year ...
2. Article II.D.4 - change the Executive Committee of the Senate shall set the agenda for each Senate meeting to The Executive Committee of the Senate shall meet on the second Tuesday of each month to set the agenda for the next Senate meeting.
3. Article II.F.1 and Article II.F.5 -merge the faculty affairs committee with the academic standards Committee
4. Appendices - All decisions of the Senate Graduate, Research, and Undergraduate Councils must come before the Senate for Senate approval and the Senate will forward the decision to the Administration.
5. Article I.B - Membership of the Academic Faculty add "In addition members of the administration who hold administration rank shall be considered academic faculty."

And delete "unless otherwise qualified may be granted voting status."

6. Appendices -proposed changes to individual committees have been made to reflect current practices of operation and membership.

Faculty Senate Minutes 1 of 8 Jensen will update the Bylaws and send them to Senators for their approval. Senators will send their comments to Mishra. The revised Faculty Bylaws will be presented to the full CSM Faculty for their approval at the Faculty Convocation in August.

COMMITTEE REPORTS:

- A. Committee on Committees -Andersen submitted the following written reports:

The Committee-on-Committees met on April 17, 2007

Attendees: Andersen, Plink-Bjorklund, Simmons.

Apologies: Mitcham.

- *The committee met on April 17, 2007 in the Library. The volunteers for the Standing Committees of the Senate and the University Committees on attached lists were reviewed.*
- *Simmons suggested the faculty be emailed to fill some of the remaining vacancies.*
- *The committee voted in favor of reducing the number of faculty on the Committee-on-Committees from four to three. The Faculty Senate representative will be the fourth committee member.*
- *The Faculty Representative to PERA remains Pamela Blome LB.*
- *Craig Simmons CH remains the representative to the Colorado Faculty Advisory Council (CFAC) through May 2008.*
- *63 Ballots for the Faculty Senate were returned. New Senators for 2007-2010 term are:*
 - Graham Davis*
 - Gerard Martins*
 - Mark Eberhart (1 year replacement for Ruben Collins)*
 - Linda Figueroa*

Faculty Senate President for 2007-2008: Brajendra Mishra

RE: Senate Committee Appointments

The Committee-on-Committees makes the following recommendations for appointments to the Standing Committees of the Faculty Senate:

Committee-on-Committees Kevin Mandernack CH 2011

Committee on Evaluation ?

Faculty Oversight Committee on Sports and Athletics:

Alexandra Newman EB 2010

Readmissions Committee Samuel Romberger GE 2011

Rose Pass LA 2011

Timothy Ohno PH 2011

Student Scholastic Awards Committee

Paul Santi GE 2011

RE University Committee Appointments

The Committee-on-Committees nominates the following faculty to be appointed by the President of CSM to the Standing Committees of the University.

Board of Student Publications: Lisa Dunn LB 2009

Toni Lefton LA 2009

	<i>Sue Tyburski</i>	<i>LA</i>	<i>2009</i>
<i>Budget Committee:</i>	<i>John Spear</i>	<i>MT</i>	<i>2010</i>
<i>Faculty Handbook Committee</i>	<i>?</i>		
<i>Safety Committee</i>	<i>Manoja Weiss</i>	<i>EG</i>	<i>2009</i>
	<i>John Spear</i>	<i>ES</i>	<i>2009</i>
<i>Technology Fee Committee</i>	<i>Eileen Poeter</i>	<i>GE</i>	<i>2009</i>
	<i>Todd Roskell</i>	<i>PH</i>	<i>2009</i>
<i>Undergraduate Student Affairs</i>	<i>Ron Cohen</i>	<i>ES</i>	<i>2009</i>
<i>Sustainability Committee</i>	<i>Masami Nakagawa</i>	<i>MN</i>	<i>2010</i>

The Senators accepted the nominees as presented by the Committee on Committees. Mishra will forward the names of the nominees to the University Committees to the President

B. Senate Councils

1. Research Council -Collins reported a water center has come before Research Council for approval. The Council recommended approval.

Research council will judge or identify a process for judging the Graduate Student Association research fair posters.

Council feels that while research compliance is important it can also be a hindrance. Faculty is frustrated by the implementation process. Many felt this was a communication problem.

Research Council would like to establish a research award. A committee would select the lecturer. The lecture would be given in conjunction with the GSA research fair. The lecturer would be given an honorarium. A **motion** to approve this award was made by Jesudason, seconded by Mooney and passed unanimously by the Senate.

A research management council was discussed. The purpose of this council would focus on the strategic positioning of CSM and the expenditure of research money.

2. Graduate Council -Martins moved that the following be approved by Senate:
 - 1) GPA calculation in graduate courses -recalculation of graduate GPAs by excluding repeated graduate courses in the final GPA calculation was unanimously endorsed by Graduate Council
 - 2) Grade appeal process. Revised language was reviewed by Council and unanimously endorsed.
 - 3) Recommendation to terminate the IIG degree program as currently constituted was reviewed and endorsed unanimously by Council.
 - 4) Inclusion of "Engineering" concentration within the Hydrology degree program. Concentration would be indicated on student transcript. Council unanimously endorsed this proposal.
 - 5) Non-thesis Masters Degree Transfer Limits -Current policy allows up to 15 credits of transfer be applied to non-thesis Masters degree. Council is of the opinion that with reduction in required credits for a Masters degree from 36 to 30 credits of transfer for a 30-credit masters degree is inappropriate. As such, Council approved the following transfer policy for non-thesis masters degrees.

"All non-thesis masters degrees must contain no fewer than 21 credit hours

completed at CSM."

This would reduce the number of transfer credits allowed for a 30-credit hour non-thesis MS degree from 15 to 9 -consistent with current transfer limits applied to thesis MS degrees. For non-thesis masters degrees that retain the 36 credit hour requirement, this language would continue to allow up to 15 credit hours of transfer.

The motion was seconded by Moony and passed unanimously by the Senate. The Senators requested Jesudason take back to the Undergraduate Council the wording for the grade appeal process for graduate courses. The Senators want the undergraduate process to match the graduate process.

Mishra will get clarification of membership on graduate council for multidisciplinary programs.

C. University Committees

1. Budget -Mooney submitted the following Budget Committee Minutes prepared by Sydney Sandrock:

Colorado School of Mines Budget
Committee

April 19, 2007

Meeting Minutes

Prepared by: Sydney Sandrock

Voting Members Present: Kirsten Volpi, Nigel Middleton, Peter Han, John Dorgan, Vaughn Griffiths, Linn Havelick

Non-Voting Members Present: Geoff Barsch, Anna Aguirre

Budget Hearings

K. Volpi announced that because of scheduling conflicts on the President's calendar, the May 9 budget hearing is cancelled. A budget hearing will take place on May 7 from 9am to 4pm in the Student Center, Ballroom C. Student Life, Academic Affairs, and Research will present their budget overviews to the Budget Committee at the May 7 session. Finance and Administration's budget overview will be presented to the Budget Committee on May 3. K. Volpi asked the Committee to schedule every Thursday at 4pm till the end of June (except April 26 and May 10) for Budget Committee meetings. The Vice Presidents will meet with the President soon after graduation to go over their budget areas.

Budget Discussion Item

There will be a Board of Trustees meeting on April 27. The attached handout provided to the Board for this meeting is the narrative update on the budget process and the fiscal year 2008 budget. G. Barsch explained that the Board directed the administration to develop a new budget process. The result of this directive is outlined in the attached narrative. The first paragraph is an overview of the new process. The second paragraph explains what has been done so far. The FY2007-08 Outlook section explains what is expected to happen as a result of the different changes to the general fund and other fund sources. G. Barsch pointed out that on the second page, third paragraph a summary of the general fund is provided and shows that even though there are significant revenue increases in state funding, there are also significant expenses that leave little flexibility on the general fund side. Two variables that drive the expenditure side are new faculty hires and faculty salary increases. The mandated classified salary increase will be approximately \$.5M for classified salary increases and

new faculty hires may cost a minimum of \$2M (including start-up packages), bringing the total for new labor costs to \$2.5M. If every faculty search is successful and if faculty salary increases are similar to classified increases, expenditures in new labor costs could total \$6.5M. That would exceed the estimated \$5.3M new general fund revenue. N. Middleton is closely monitoring the spending implications concerning new faculty hiring, as this expenditure may have to be reduced by not filling some positions.

G. Barsch made a clarification to page two, paragraph four concerning Auxiliaries. He stated that the new recreation center fee is 20% more than the old recreation center fee. This year students were charged \$55 in the fall semester and \$85 in the spring semester. Next year they will be charged \$85 both semesters, which will generate a 20% increase over the current year.

G. Barsch concluded by stating that two of the three changes to the budget process that the Board asked for have been implemented this year. The first was to make the budget more accurate to reality throughout the year and second, to form the budget from bottom up basis rather than top-down basis. The third change in the budget process is to review the actual base budget; this component will not be completed this year primarily because of the reorganization process. K. Volpi said that the plan is to start reviewing each department in FY08.

Long Bill Footnote

There may be more flexibility in revenue projections. The General Assembly, after meeting with the Governor, made a last minute revision to the Long Bill by adding a footnote that provides more flexibility for higher education institutions concerning nonresident tuition increases. This could mean that CSM may not have to stay within the 7% limit in setting non-resident tuition rates. In February of this year CSM's tuition proposal submitted to CCHE and the IBC requested a 3.5% tuition rate increase and implementing the fourth year of the School's five-year tuition restructuring plan (increasing full-time status from 13 cr. hrs. to 14 cr. hrs.) In response to a request brought forth by CSU and CU for more flexibility on tuition revenue, the Legislature said if the institutions wanted to raise the non-residential rates more than what is allowed in the current Long Bill, right now they must demonstrate to the Legislature that the increased revenue generated is a result of non-resident revenue increases.

Preliminary Enrollment Estimates

G. Barsch distributed a handout showing preliminary enrollment estimates for Fall, 2007. He stated that the budget has been built on the assumption of a 3.5% tuition rate increase, plus implementing the step on full time credit hours and flat enrollment growth. Enrollment estimates are showing an increase in non-resident students. If the projections actually happen, it will put us over the revenue cap the Legislature imposed. But if we can demonstrate that this is the result of growth in non-resident students, the legislature will increase our revenue appropriation by approximately \$1.2M.

G. Barsch announced that the Budget Committee will be provided a summary of FY 07 Budgets and FY 08 Budget Requests for all units on campus (56) right before the budget hearings.

The Budget Committee's next meeting will be May 3.

**CSM
BOARD OF TRUSTEES**

*Date of Meeting: April 27,
2007*

Prepared by: Kirsten Volpi

Subject: FY08 Budget Overview

Overview

At the June 2006 retreat, the School's Board of Trustees adopted a new budgeting process to provide greater understanding and accountability of all fund sources and uses. The Board directed the administration to develop a new budgeting process to include:

- 1) A new budget committee consisting of cabinet level members;*
- 2) A greater role for academic and administrative units in the development of budget requests; and*
- 3) Information regarding all fund sources to help in the formulation and evaluation of budget requests.*

Process Changes

During fall 2006, a new budget process was developed to meet the Board's direction. Features of the new budget process include:

- The Executive Committee has been formalized as the President's forum for budget discussions. The Executive Committee establishes budget increases for common policy items such as faculty and staff compensation increases, utilities, financial aid, and other campus-wide areas.*
- As part of a 'bottom-up' approach, each department or administrative unit submitted its prioritized FY 2007-08 budget requests to the Vice Presidents using a standardized format which included all revenue sources and all expenditure requests.*
- The Fiscal Year 2006-07 budget levels will serve as the FY07-08 "base" budget while the School's organization is undergoing review. When the reorganization is complete, a more thorough review of base budgets will begin. This will be part of the budget process for the FY 2008-09 All Funds Budget.*

FY 2007-08 Outlook

The FY 2007-08 budget should represent a transition from reliance on Petroleum Institute (PI) funds to close the resource gap to reliance on current year resources. This transition presents opportunities and challenges. Opportunities include greater revenue from state support, tuition and fees, auxiliary operations, and -to a lesser degree -from Sponsored Research and Foundation sources. Challenges include accommodating the School's needs while eliminating \$1.2 million of PI reserve spending. An overview of specific fund sources follows.

Unrestricted Sources and Uses

General Fund. The FY 2007-08 Long Bill version introduced in the Senate includes an increase in state support and increased tuition flexibility relative to prior years. If approved, the Long Bill will provide \$21.7 million in Fee for Service and COF stipends an increase of \$1.5 million over FY 2006-07. Additionally, the legislature has appropriated tuition authority for \$45.8 million, allowing for \$3.8 million of additional tuition revenue from enrollment and rate increases. This appropriation accommodates the tuition proposal approved by the Board in January. That proposal included a 3.5% increase in tuition rates for residents and

nonresident students, along with a one credit hour increase in the full-time status for resident undergraduates consistent with the School's five-year tuition plan. During Long Bill deliberations, a compromise footnote was approved that allows institutions to increase nonresident tuition above the cap. The School is exploring the possibility of raising nonresident tuition above the 3.5% proposed earlier this year.

On the expenditure side, the legislature also approved salary increases for all classified staff in line with the Department of Personnel's recommendations. This results in a statewide average increase in salary of 3.7%. The legislature also approved an additional 1.37% for classified staff performance pay. A portion of the performance pay is base building, while a portion is for one-time increases. There are still many details to be finalized by the Department of Personnel before we know the exact impact of these increases, but \$500,000 is the initial estimate for the general fund impact. More significantly, if faculty salaries were to increase by a similar amount, it would result in a \$2,000,000 general fund impact. In addition to increase in current salaries, new faculty searches are underway that could result in new expenses of \$2 to \$4 million. Other increases that must be accounted for are increases to financial aid support, graduate student support, and increases in IT licensing and state-mandated risk management contracts.

The challenge for the school will be balancing the \$5.3 million of estimated new general fund revenues against new labor costs of \$2.5 to \$6.5 million, while replacing \$1.2 million of PI reserve spending. Nondiscretionary spending could exceed the total \$5.3 million of appropriated revenue increases without providing for discretionary faculty increases.

Auxiliaries

Auxiliary revenues and expenses will increase in FY 2007-08 due in large part to the opening of the new Recreation Center facility. Collecting the Recreation Center Fee of \$85 for fall and spring generate approximately 20% more revenue for the Center. The student activity fee is proposed to increase by 15%. These increases are estimated to raise approximately \$500,000.

Restricted Sources and Uses

Sponsored Research

Sponsored Research activity is projected to increase modestly in FY 2007-08. A 5% increase, or \$1.5 million, is a reasonable projection. This is the first year that Department Heads and Center Directors provided lump-sum projections for research activity as part of the bottom-up budget. Foundation Activity. The FY 2007-08 spending limits for CSM Foundation endowed funds increased by 11.8%, or approximately \$600,000. These funds are restricted, so only a portion of the increase is expected to be utilized in FY 2007-08.

The meeting adjourned at 4:00 pm.