

COLORADO SCHOOL OF MINES FACULTY SENATE MINUTES

November 6, 2001 - 2:00 PM

Stratton Hall Room 102

ATTENDEES: Dickerhoof, Frost, Harrison, Illangasekare, Kee, Kidnay, Lu, Navidi, Nickum, E. Pang, and Ross

APOLOGIES: Curtis and Olson

GUESTS: Nigel Middleton, Vice President for Academic Affairs, and Jason Goldsmith, GSCSM

ANNOUNCEMENTS:

- A. Handbook Committee (Ross) - The committee is soliciting input from the CSM faculty. He requested that those Senators who are liaisons contact their respective departments/divisions with this request and bring their input to the next Senate meeting.
- B. Library Advisory Committee (Pang) - Joanne Lerud, Director of the CSM Library, would like to make the Library Advisory Committee a Senate Committee. This action would require a revision of the Faculty By-Laws. The Senators requested Pang to invite Lerud to the next Senate meeting.

COMMENTS FROM GUEST:

- A. CSM Graduate Student Stipend Survey (Goldsmith) - Results of a recent survey of CSM graduate students indicated that the current stipend was not meeting their minimum monthly expenses. The Senators requested Goldsmith to obtain more data including housing costs in Golden and then report back to the Senate.

COMMENTS FROM VICE PRESIDENT OF ACADEMIC AFFAIRS:

- A. Nigel Middleton
 1. The Executive Committee has been formalized and will meet before the next Senate Meeting on November 20th.
 2. Tissa Illangasekare will chair the Promotion and Tenure Committee for 2001-02. Wendy Harrison and Mark Linne have been appointed to 3-year terms. Other members of this committee are Ed Cecil, Tissa Illangasekare, Dennis Readey and Eul Pang. This committee will be meeting with the department heads.
 3. The Academic Planning Council has been disbanded and replaced by a Curriculum Reform Steering Committee and a Strategic Planning Committee. The Curriculum Reform Steering Committee's charge will include curriculum reform, graduate issues, special programs, and interdisciplinary programs. The Strategic Planning Committee will be a broad-based committee including budget, institutional advancement, academic, student life, and Senate. The Senators suggested that the services of an outside facilitator might be beneficial.
 4. Organizers of the Systems courses need to meet to review these courses.

APPROVAL OF THE MINUTES: The minutes of the October 16, 2001 Faculty Senate meeting were approved as amended.

OLD BUSINESS:

- A. Senate Distinguished Lecturer Committee (Pang) - This committee has requested a meeting with the Senate Executive Committee to discuss the staging of this event. It was suggested

that refreshments be served prior to the lecture. Pang will ask Academic Affairs to increase the Senate budget so the Senate can pay expenses for the Senate Distinguished Lecturer reception and honorarium.

- B. Space Committee - Frost agreed to be the Senate representative on this committee for the 2001-02 academic year.
- C. Research Building Ad Hoc Committee (Illangasekare) - This committee is meeting every 3 weeks. Illangasekare will have a complete report at the next meeting.
- D. Faculty Senate Committees (Harrison) - Faculty vacancies on the Senate and University committees have been filled. The CSM students still need to appoint their representatives to several committees.
- E. Student Honor Code (Pang) - There will be a meeting at noon on November 7 in the Student Center room 240. Illangasekare will represent the Senate at this meeting. The Senate has endorsed the Honor Code, however, there is still concern about (1) how the honor code will be enforced and (2) how broad will the code be, such as take home tests.

The student honor code will be the subject of the November Faculty Forum. Several Senators requested that beer and wine be served.

The Student Conduct Code as presented to the Faculty Senate 4/20/99 follows:

"The faculty, administration and students of the Colorado School of Mines support the principle that all individuals associated with the academic community at CSM have a responsibility for establishing, maintaining and fostering an understanding and appreciation for academic integrity at Mines.

The protection of academic integrity requires clear and consistent standards and definitions, as well as confrontation and sanctions when individuals intentionally violate those standards. The most important of the definitions is that of academic dishonesty - the intentional act of fraud. Academic dishonesty also includes, but is not limited to, forgery of academic documents, intentionally impeding or damaging the academic work of others, or assisting others in acts of academic dishonesty. Some examples of specific acts of academic dishonesty include, but are not limited to:

1. Plagiarism
2. Intentionally using or attempting to use unauthorized materials, information materials, information or study aids in any academic exercise.
3. Taking material from the library that is there for the use of all students and is not to be removed without permission.
4. Intentionally or knowingly helping or attempting to help another to commit an act of academic dishonesty.
5. Unauthorized use of another's computer program, disk, tape or email.

At the Colorado School of Mines, students who observe or are aware of an incident of apparent academic dishonesty must report the matter to a faculty member, the appropriate head or the Vice President for Student Life/Dean of Students. The information is then provided to the faculty member concerned. The faculty member, if, after confrontation, the student does not admit to committing the offense, the charges and evidence is submitted to the Vice President for resolution. In most cases, Substantiated charges of academic dishonesty will result in a grade of F in the course. The presumptive disciplinary action in serious instances or second offenses is suspension and a notation of same on the student's transcript. Students charged with academic dishonesty must be afforded a fair opportunity for a defense. Upon notification of a finding of academic dishonesty and the associated penalties, the student may appeal the Vice President's decision, in writing. An appropriate committee will be formed to hear the appeal.

Enrollment at the Colorado School of Mines is an optional and voluntary entrance into an academic community. Therefore a student voluntarily assumes obligations of academic performance and

personal behavior required by the school. These obligations are more general than those imposed on all citizens by civil and criminal laws. Examples of specific violations that may result in disciplinary action include but are not limited to:

1. Intentional obstruction or disruption of any university or university authorized activity. Theft of or alteration to property of the Colorado School of Mines or to property of a member of the university community.
2. Dishonesty including knowingly furnishing false information to the university.
3. Violation of any published Colorado School of Mines policy or campus regulation, including use of university facilities.
4. Any other conduct not included above, which adversely affects the functions of the Colorado School of Mines and pursuit of its educational purposes and objectives.

I have read and understand the above honor code statement of Colorado School of Mines, I agree to abide by the honor code and the rules and regulations of CSM as stated in the Student Handbook, "The Brunton".

Student Signature:
Printed Name:
Social Security Number:
Date:

Special thanks to Radford University for the idea."

- F. Employing Graduate Students in Faculty Positions (Kidnay) -Phil Romig, Dean of Graduate Studies and Research, led a discussion on employing graduate students as faculty. Romig distributed the following:

"On occasion, there are good reasons to want to employ well-qualified graduate students in faculty appointments. Sec. 5.3.1 of the Faculty Handbook prohibits persons from holding faculty appointments in the same department in which they will receive their degree, however it allows the Dean of Graduate Studies and Research to waive that requirement in special cases. Following are the guidelines under which I would expect to give a waiver:

Guidelines for employing a graduate student in a faculty (Research Associate or Adjunct Instructor) position:

- The student should have completed the basic course work and minimum number of credit hours required for the degree and have must have an approved admission to candidacy form on file in the Graduate Office.
- The department head or division director must certify that the student has the appropriate knowledge and/or experience that make her or him well suited to the position.
- The student's faculty responsibilities must be limited to the specific purpose of the assignment (e.g. work on a research project, teaching a course, etc.). The student may not vote on matters of departmental policies and operations or otherwise participate in decisions that normally are the purview of the full-time, permanent Faculty.
- The full-time, permanent faculty in the department must support the appointment and certify that it will not cause a conflict of interest when they give the student grades in their own courses or vote on the student's performance on the comprehensive exam or thesis defense.
- The rate of compensation must be at least what the student would have received as a Graduate Research Assistant or graduate Teaching Assistant for substantially the same duties.

If the appointment includes teaching responsibilities, then the following additional guidelines will apply:

1. The student must have had teaching experience or have completed, or be concurrently enrolled in, SYGN 600, Fundamentals of College Teaching.
2. The student must agree to participate in OTE seminars and other forms of teacher training that are made available to new and continuing faculty.
3. A full-time, permanent faculty member must be assigned as mentor and must agree to:
 - Review and approve syllabi, homework assignments, laboratory instructions and exams.
 - Observe selected classes and provide feedback.
 - Monitor grading practices and assignment of grades.

Graduate students who are given faculty appointments under these conditions will have dual status as both faculty and students. Their responsibilities and privileges as faculty will be limited as indicated above. They will continue to have the same responsibilities and privileges as all other students in their category, and their work assignment must allow them to continue to make progress toward their degree.

The discussion will be continued at the November 20th Senate meeting.

Meeting adjourned at 4:55.