Introductions
History

Inception
1874 – Established in Colorado Territory
1876 – Became a state institution

Heritage
Geology; Mining; Metallurgy
Original experimental mine on Mount Zion; succeeded by Edgar Mine in Idaho Springs

Into the Present
Today Mines maintains its niche in earth resources fields while offering a strong complement of other important STEM disciplines developed since the 1960s.
Mission

We, the Colorado School of Mines community, are united by our commitment to our timeless mission of educating and inspiring students from all backgrounds and advancing knowledge and innovations, with the aspiration that our graduates, ideas, actions and innovations will have a transformative impact on individuals and society, leading to shared prosperity and sustainable use of the Earth’s resources.
Mines Pillars

• Focused public mission
• Elite institution (but not elitist)
• Challenging practical education and professional preparation
• Collaborative pursuits of use-inspired innovation and discovery
• Connections and partnerships, particularly with industry and mission-oriented agencies
• Honest broker of information
• Great people (students, faculty, staff, alumni)
• Immense pride
Core Values

- Inquiry and Innovation
- Inspiration
- Challenge
- Openness
- Respect
- Diversity
- Compassion
- Collaboration
Traditions

M-Climb
E-Days
Career Day

https://www.mines.edu/about/history-and-traditions/

https://calendar.mines.edu/events/tag/fall-kickoff-2019/
Colorado School of Mines is a public university focused on science and engineering, dedicated to pioneering research that addresses the great challenges society faces today—particularly as they relate to the Earth, energy and the environment—and committed to educating students who will do the same.

https://www.mines.edu/about/by-the-numbers/

https://ir.mines.edu/data-visualizations/
Navigating Campus

https://tour.mines.edu/map/
Onboarding

Welcome to Colorado School of Mines, Renata!

Your first days and weeks of employment are filled with excitement, many questions, and an abundance of information. We understand this and we’re here to provide you with the help and support needed for success in your onboarding experience.

As you review your task list it is our hope that it will serve as a resource guide during the onboarding process. You can log back in to this portal at any time by clicking the Applicant Login on the Career Opportunities page.

If you have questions not covered in this information, please contact Human Resources Department by calling 303-273-3250, or emailing hsearch@mines.edu.

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**Before Your First Day**

- Welcome to Onboarding portal
- Submit Background Check
- Retirement Election Plans
- FERPA acknowledgement
- Claim your computer account

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**First Month**

- Policy review - people Due: 8 Nov 2018
- Policy review - health Due: 8 Nov 2018
- Policy review - organization Due: 8 Nov 2018
- Conflict of interest training Due: 21 Nov 2018
- Speak Up@Mines
Working at Mines

NEW EMPLOYEES
- Benefits
- BlasterCard
- Campus Map
- Daily Blast | Event Calendar
- Food options on campus | in Golden
- Golden Information
- Keys | Key request form
- New Hire Forms
- News
- Parking
- President's Office

EMPLOYEE DEVELOPMENT
- Computing FAQ (FAQfinder)
- Environmental Health and Safety Courses
- Skillsoft: Online professional-development resources and training
- Trefny Innovative Instruction Center

TEACHING AND LEARNING
- Advising (CASA)
- Disability Support Services and Testing Center
- Institutional Research
- Library resources for faculty
- Small-Scale Funding Requests
- Trefny Innovative Instruction Center
- Writing across the curriculum

PURCHASING
- Methods of purchasing
- How to purchase a computer
- Purchasing card information
- Required purchasing approvals
- Travel Information

RESEARCH AND GRANTS
- Find Funding
- Research Administration
- Trefny Center (Assessment and Broader Impacts)
- Data and Computing
- Environmental Health and Safety (Lab Safety)
- Skillsoft: Online professional-development resources and training
- Small-Scale Funding Requests

HUMAN RESOURCES

EVENT PLANNING

SERVICES
- Copy Center
- Hiring Student Workers (DiggerNet)
- Mail & Distribution Services
- Self-service via Trailhead
- Web Mail: Outlook/Exchange login
  Remember to use adm1 in front of your username for Outlook Web logins
- Email Settings

FIND A PERSON OR DEPARTMENT
Your Source for Mines News

Daily Blast for faculty & staff

Digest Date Monday, August 5, 2019

Closures and Outages

Network Outage - Residence Halls and Mines Park - August 8th
There will be a brief outage for the wired networks in the residence halls and Mines Park on Thursday August 8th.

Rec Center Womens Locker Room Closure/Relocation
Rec Center Womens Locker Room Closure/ Relocation

Employee and Benefits News

Faculty Benefit Orientations
Benefits Orientation for new Administrative and Academic Faculty

Classified Benefits Orientation
Benefits Orientation for new Classified employees

Welcome Kylie Matthews to Legal Services
Welcome Kylie Matthews to Legal Services

New Employee Orientation Wednesday, August 14th
Meet other new employees and benefit from an overview of Mines to jump start your new position!

Mines L&D presents the August Passport to Knowledge theme.
This month is Learner’s Choice - complete the courses you’d like and be eligible to win a prize!

Colorado State Fair - State of Colorado employee discounts
Colorado State Fair - August 23 through September 2 Get your employee discount here!!

Dates and Deadlines

Registration is open for the EL Conference on Aug. 12, 2019
Join us to discuss intentionally and effectively engineering learning to improve teaching and learning at Mines.

Campus Announcements

Lot Designation and Name Change
Effective August 1st, 2019 there are two lot designation changes and three name changes.
Navigating Systems

ChromeRiver (travel & expense)
SkillsSoft (elearning)
FAMIS (work orders)
Banner (finance, records, etc.)
Cognos (data reporting)
PageUp (hiring/onboarding)
Canvas (learning mgmt. system)
Helpful Hints

• Dial 9 to get an outside line
• Two pre-fixes: 303-273-3XXX and 303-384-2XXX
• Access your mailbox off campus: 303-384-2100
• Voice activated system: 303-273-3000 and ”0” on campus
• Web access to your email:
  [link](https://outlook.office365.com)
  Username: username@mines.edu
  Password: Your MultiPass password
Helpful Hints

Marketing logos and templates:
https://www.mines.edu/communications/resources/

Mines Flicker site:
https://www.flickr.com/photos/coloradoschoolofmines/albums

Project Requests and News
https://www.mines.edu/communications/project-requests/
Helpful Hints

Campus Dining Options
https://minesdining.sodexomyway.com/

Mines Market
Einstein Bagels
Starbucks, Blaster’s Brew, Book & Brew
SubConnection

Periodic Table:
Elements
Jamba Juice
Habaneros

WOW Cafe
Who Do I Contact?

https://www.mines.edu/directories/  https://mines.teamdynamix.com/TDClient/Home/
MAPS

https://www.mines.edu/maps/
303.273.3166
Employee Handbooks

https://www.mines.edu/human-resources/employee-handbooks/
Policy Library

https://www.mines.edu/policy-library/?CMSPAGE=POGO-Human-Resources
Title IX

• Title IX of the Education Amendments Act of 1972 is a federal law that states: "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance."

• The Title IX Office’s goal is to ensure that all students, faculty, and staff can learn and work in an environment free of harassment and violence.

• As an employee of Mines, you are a mandatory reporter. If you receive any information about a student experiencing any of the discriminatory/harassing/violent behaviors listed above, you must report it.

https://www.mines.edu/title-ix/

https://www.mines.edu/speak-up/
Human Resources

Benefits
https://www.mines.edu/human-resources/benefits/
https://www.mines.edu/human-resources/holiday-calendar

Performance Management
https://www.mines.edu/human-resources/performance-management/

Learning and Development
https://www.mines.edu/human-resources/professional-development/
Benefits to Working at Mines

• State Discounts
  https://stateofcolorado.benefithub.com/
• RTD Flex Pass
• Athletics Pass
• Recreation Center
• Outdoor Rec
Mines Emergency Alert

• To report an emergency, call 9-1-1
• The Mines Emergency Alerts (MEA) System keeps you informed in the event of a campus emergency
• You are automatically enrolled in the MEA System
• Public Safety is located at 1922 Jones Rd
• After hours, an on-duty Mines Police Officer can be reached by calling 303-273-3333, option 5, or by calling the City of Golden Police Dispatch at 303-384-8045 or 9-1-1

https://inside.mines.edu/Mines_Emergency_Alert
The Family Educational Rights and Privacy Act of 1974 (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

Major Campus Initiatives

• New Construction
  https://inside.mines.edu/Planning_and_Construction_Projects

• Sustainability
  https://www.mines.edu/sustainability/

• Online Programs
  https://online.mines.edu/courses/

• Mines at 150
  https://www.mines.edu/president/planning/

• Diversity, Inclusion & Access
  https://www.mines.edu/about/diversity-and-inclusion/
The Design for MINES@150

We will be:

- A great community to learn, explore, live, and work in
- Accessible & attractive to qualified students from all backgrounds
- A leader in educating STEM students & professionals
- A producer of differentiated and highly-desired graduates that go on to careers of distinction
- A preferred partner for talent, solutions & lifelong learning
- The exemplar for alumni affinity, visibility, and involvement

By 2024
How to Get Involved

- Association of Classified Employees (ACE)
- Administrative Faculty Council (AFC)
- Community Alliances
- Faculty Senate
- Empower
- CSM 101
- Student Club Mentor

https://www.mines.edu/human-resources/employee-committees/
Happenings at Mines

• Calendar: https://calendar.mines.edu/
• Academic calendar: https://catalog.mines.edu/calendar/
• Geology Museum: https://www.mines.edu/geology-museum/
• Athletics: https://minesathletics.com/
• Arthur Lakes Library
  Mindful Monday
  Concert Performances
Support at Mines

CONTACT DISABILITY SUPPORT SERVICES

CONTACT US
W. Lloyd Wright Student Wellness Center
1770 Elm St., Room 205
Golden, CO 80401
disabilitysupport@mines.edu
Phone: 303-273-3297
FAX: 303-384-2009

https://www.mines.edu/human-resources/family-at-mines/
https://www.mines.edu/disability-support-services/
https://www.mines.edu/student-life/care/
Questions?