

Colorado School of Mines – GRADUATE COUNCIL MEETING MINUTES

November 4, 2020 | 4:00 – 5:00 pm, via Zoom

Attendees:

Voting Members: 24 total (13 - majority needed for quorum). Quorum was present

P	Neal Sullivan (Chair)	P	Amy Hitchner (LB)	P	Andy Osborne (NSE)	P	Owen Hildreth (ME)
A	Dave Benson (HSE)	P	Karin Leiderman (AMS)		Ugur Ozbay (MN)	P	*Hedayat proxy for Gabe Walton (UCT)
P	Ebru Bozdog (GP)	P	Juan Lucena (EDS)	P	Jim Ranville (GC)	A	Zhenzhen Yu (MME)
P	Geoff Brennecka (ML)	P	Tulay Flamand (EB)	P	Danica Roth (GE)	P	Dejun Yang (CS)
P	Elizabeth Davis (HASS)	P	David Marr (CBE)	P	Maxwell Silver (GSG)	P	Luis Zerpa (PE)
P	*Reza Hedayat (CEE)	P	Christine Morrison (CH)	P	Gongguo Tang (EE)	P	Jeremy Zimmerman (PH)

Other Regular Attendees and Guests

A	Justin Bush (CEE)	P	Carolyn Freedman (OGS)	P	Jane Ko (AA)	A	Jennifer Velloff (Tref)
A	Tim Barbari (OGS)	A	Cassie Glenn (CEE)	P	Paul Myskiw (RO)	P	Denise Winn-Bower (PE)
P	Dorothy Cheng (CS,EE,ME)	A	Jennie Kenney (AA)	P	Kendra Stansbury (RO)	P	Mara Green (AA)

Welcome

Neal Sullivan

- Introducing Mara Green - new Academic Affairs administrator supporting Faculty Senate, Councils, and Registrar.
- Reminder for Councilors to review Consent Agenda and Administrative/Minor curriculum items on their own as they will only be discussed if specifically requested.

Briefings and Information Items

- **OGS**

Tim Barbari

No updates this week.

- **Registrar**

Paul Myskiw

- **Spring 2021 Schedule**

Spring 2021 schedule has been published and everything that needed a room is roomed, with a couple exceptions. Hit about 60% F2F. Provost tasked UG Dean and Registrar to start a small working group focused on addressing scheduling issues and clarifying definitions of different class delivery methods. A call for working group volunteers is forthcoming.

Traditionally, the Registrar's Office was not concerned with schedule type. COVID necessitated closer examination of course design, evaluating the way things are done, and how to calculate class time appropriately.

This is relevant to Graduate Council since most labs and recitations are taught by graduate students. Councilors were urged to consider how their graduate students were sent out to teach F2F, and supporting those who may feel uncomfortable by not forcing them to do so.

- **DegreeWorks**

New degree-auditing software, **soft rollout in one week (Wednesday, November 11)**

<https://www.mines.edu/registrar/degreeworksfaq/>

The Registrar's Office gave a presentation last week to the campus community. DegreeWorks is a tool to help students understand and visualize their academic standing and progress. It will **not** be replacing the existing audit process or forms needed for graduation.

Presentation has been uploaded to Canvas.

(Files → 2020-2021 Grad Council Meetings → 2020-11-04 → Agenda Items)

Students matriculated under the 2020-2021 Catalog and after will have an active audit in DegreeWorks. Students who entered with older catalogs will still be under the current CAPP system in Trailhead.

DegreeWorks is highly customizable and the Registrar's Office will continue to improve and customize the audit for graduate students, but it is a work in progress. Advisors are urged to be mindful of what information and notes are added to audits as students will also have viewing access. This will appear in Trailhead for faculty to test on **Wednesday, November 11**.

Silver expressed gratitude on behalf of the graduate student population. There had been a great deal of confusions over degree requirements and this tool will be very helpful for new students.

- **Graduate Student Government**

Maxwell Silver

Silver urged faculty to get involved with the Graduate Research and Discovery Symposium as judges. It is a rare opportunity and very helpful for students. An email will be going out this month with more information.

- **Miscellaneous Business/Open Discussion**

Neal Sullivan

- Update on research ethics training for all research-active faculty and students
 - Lucena drafting language regarding training redundancies?

In the last meeting, councilors were concerned these requirements would be redundant given numerous research projects that already have robust ethics training, particularly with IRBs.

Sullivan would like to approach VPRTT to enquire about an option to petition for justified exemption. The current language for the existing policy seems loose and is not in the Graduate Catalog.

Lucena offered to speak with Scot Allen and report on their conversation at the December Graduate Council meeting.

- Continuing feedback on scheduling and Spring Break during the pandemic

The Spring Break questions has not been resolved. Sullivan opened the floor for Grad Council feedback during the meeting or offline via email.

Current options include:

- Keep Spring Break "as-is"
- Distributing long weekends through single or double days off (like Fall Break)
- Distribute course-level Spring Breaks across the semester (each course has a bye-week)
- Move Spring Break towards end of semester; handle it like Thanksgiving Break

Council proposed another option:

- Start Spring semester one week later or have it end one week earlier, keeping the length of time the same.

Silver shared that this fifth option was already discussed extensively between student groups and upper administration during the USG Town Hall two weeks ago and was poorly received. The primary apprehension was student well-being as they would not have a real break, with stress levels exacerbated by the pandemic.

The Provost seemed to favor keeping Spring Break as scheduled and ramping up testing and holding classes remotely for a few days after break while everyone got tested. This approach would benefit families with children as they would match up with the Jefferson County schedule and graduate students who rely on Spring Break for field work opportunities. Some Councilors expressed strong concerns about moving forward with regularly scheduled Spring Break and its potential for greater viral spread when students return.

With mental health issues in mind, Councilors discussed incentivizing students to remain on campus during Spring Break with exciting programs/events. Silver will bring this to GSG to brainstorm ideas and reach out to local establishments that may be able to donate goods and services.

Council conceded there were no ideal options and sacrifice would be required from the entire community for public safety. Sullivan suggested a vote within Grad Council on their preferred approach and sharing that feedback with the Provost. Sullivan will create a list of 5-6 options for vote and welcomes additional suggestions.

- Additional ideas on what Graduate Council should work on
 - Targeted subcommittees
 - i. Graduate student stipends - minimums, variability, and living wages
 - ii. Research Advisor-Advisee Procedures and Expectations
 - Pathways forward when student-advisor relationships fail
 - iii. Interdisciplinary programs
 - Staffing and instructional credit for interdisciplinary programs
 - iv. 0-credit courses
(Council would like to keep 0 credit courses as a topic)

Sullivan created the above subcommittees on Microsoft Teams. Grad Council should already be part of this group and have access to all areas. Sullivan received some feedback on Councilors' areas of interest but anyone can see and work on any of them.

Councilors shared ideas on how to best approach these tasks:

- Streamline meetings to enable groups to split up for half
- Extend meeting time 30 minutes earlier or later (for those who are able)
- Meet every week and alternate between curriculum items and bigger picture matters
- Creating a subcommittee to focus on curriculum items
- Specifying allotted time for each topic on the agenda
- Work offline via email/Teams/Canvas and only discuss in live meetings as needed

Sullivan requested that Councilors email him with any additional thoughts.

ME Grad_Research_Expectations document was uploaded to the Research Advisor – Advisee Procedures group on Teams. Sullivan thought it might be a useful and applicable resource for other departments to look at.

Curriculum Items in Progress – Continued Discussion (for vote on 11/18)

1.1 COMPUTER SCIENCE

Dejun Yang

[status: CIM 9/23]

1 course change CSCI575: Advance Machine Learning

Currently teaching the two Machine Learning courses together as cross-listed sections. They will be separated beginning next year. To make it more clear that they are two distinct ML courses, adding the term “Advanced” to the current CSCI575. Syllabus has been added to CIM.

UG version is the new course (but has been taught cross-listed), Grad version stays the same but with “Advanced” added to title. Registrar recommendation is to follow best practices and create a new course number if content is substantially different.

Yang clarified a question from the last GC meeting. Students who take the UG version of Machine Learning can take Grad version. Students who have taken CSCI575 can take it again as the new version will be cross-listed as CSCI498.

CS Department does not think changing the course number is necessary. Because the topic and content evolves so much so quickly, it would require changing the course number every 2-3 years. The course has only been cross-listed twice and not many students are affected.

1.2 NUCLEAR SCIENCE and ENGINEERING

Andy Osborne

[status: CIM 10/5]

1 program change: Minor in Nuclear Materials Processing

MTGN591 “Physical Phenomena of Coating Processes” has not been offered for years, and likely won't be any time soon. Request to replace MTGN591 with NUGN506 - “The Nuclear Fuel Cycle” in the Nuclear Materials Processing minor.

1.3 COMPUTER SCIENCE

Dejun Yang

[status: CIM 10/13]

1 program change: Post-Baccalaureate Professional Computer Science Certificate

Removed one course from the Post-Bacc Professional CS certificate to align with the credit hour requirements for other post-bacc certificates.

New Curriculum Items

2.1 GEOLOGY and GEOLOGICAL ENGINEERING

Danica Roth

[status: CIM 11/04]

3 program changes: GIS & GeoInformatics Certificate: Geohazards Evaluation
GIS & GeoInformatics Certificate: Environmental Studies
GIS & GeoInformatics Certificate: Natural Resources Assessment

Reduced required courses from two to one and moved one of the two required courses as an elective.

No substantive changes. For better marketing of the online graduate certificates.
9 total credits required to earn a graduate certificate.

Meeting adjourned at 5:15 pm.

Next Meeting: November 18, 2020 | 4:00 – 5:00 pm, via Zoom.

Consent Agenda

The following proposals will not be discussed unless specifically requested by Council. With no objections, approval is implied and items will be processed accordingly.

MOTION: To approve the Consent Agenda as presented by Brennecka; seconded by Hildreth. No abstentions.
APPROVED.

- **Approval of Minutes – October 21, 2020**
- **Curriculum Items**

Neal Sullivan

2.1 **GEOLOGY and GEOLOGICAL ENGINEERING**

Danica Roth

[status: CIM 10/7]

1 course change

GEGN580: Applied Remote Sensing for Geoengineering and Geosciences

Changing format from 2-hour lecture + 3-hour lab to 3-hour lecture. The course supports student learning through lectures and hands-on exercises. Step-by-step instructions for the exercises are available to students, which are carried out with ArcGIS software.

2.2 **MATERIALS SCIENCE**

Geoff Brennecka

[status: CIM 9/28]

3 course changes

MLGN591: Materials Thermodynamics
MLGN592: Advanced Materials Kinetics and Transport
MLGN593: Bonding, Structure, and Crystallography

Clarifying prerequisite requirements and making them consistent across ML core courses

18 course deactivations

MLGN501: Structure of Materials
MLGN503: Chemical Bonding in Materials
MLGN504: Solid State Thermodynamics
MLGN506: Transport in Solids
MLGN509: Solid State Chemistry
MLGN511: Kinetic Concerns in Materials Processing I
MLGN518: Phase Equilibria in Ceramics Systems
MLGN521: Kinetic Concerns in Materials Processing II
MLGN523: Applied Surface and Solution Chemistry
MLGN526: Gel Science Technology
MLGN552: Inorganic Matrix Composites
MLGN555: Polymer and Complex Fluids Colloquium
MLGN625: Molecular Simulation Methods
MLGN634: Advanced Topics in Thermodynamics
MLGN635: Polymer Reaction Engineering
MLGN648: Condensed Matter II
MLGN673: Structure and Properties of Polymer
MLGN696: Vapor Deposition Processes

Have not been taught for many years and/or replaced by other courses

3 program changes

MS in Materials Science
MS-NT in Materials Science
PhD in Materials Science

Clarifying wording and updated program owner info