

GRADUATE COUNCIL MEETING MINUTES

March 3, 4:00 – 5:00 pm, via Zoom

Attendees:

Voting Members: 24 total (12 - majority needed for quorum). Quorum was present

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

Other Regular Attendees and Guests

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

*Kip Findley (MME), Mark Deinert (ME), Nancy Progar (MME), Rachel Bishop (RO)

Welcome

Neal Sullivan

Briefings and Information Items

Office of Graduate Studies

Tim Barbari

Catalog Change – Non-degree Credit Limits

Barbari summarizes the changes moving through the Catalog. The current language does not have any caps or limits on what can be used toward a certificate or degree. This change is to remain consistent with what other universities do and limit the number of credits within the non-degree status.

Three credits can be applied to toward a graduate certificate and nine toward a masters or doctoral degree.

Barbari reminds Councilors that if a department is looking to admit a student that is lacking the prerequisites for a program, those students are placed in the provisional degree status category—limits are not applied within this category.

The non-degree status is being streamlined to provide an easier process for practicing professionals.

A comment is made on the language for “all graduate-level credits earned as a non-degree graduate student may be used towards the regular graduate degree program if the credits are not prerequisites or deficiencies...” and removal of “all” to avoid limitations to certificates, masters or doctoral programs.

A question is raised regarding a student with more than nine credits having only nine of those be applied to the graduate degree or if they are all considered within the GPA of the student; Barbari states that if a student has more than nine credits all of those credits will transfer into the GPA despite only nine of those credits counting towards the degree. Concern arises for students applying to the non-degree

casually and retaining a lower grade when applying to a degree program; the courses applied to the degree should be factored into the GPA and not all of the credits together.

Barbari addresses this as a larger conversation for the Registrar's Office for the future, as the non-degree credit limitation Catalog change will not be addressing this.

Catalog Change – Academic Probation and Allowance for Part-Time Students

Barbari addresses the primary change as removal of academic probation for the remainder of a student's academic career, and rather leaving the notation on the transcript during the process of the student's remedial plan and lifted once the plan has been completed successfully. The additional changes to this area of the Catalog have been defined as wordsmithing.

Barbari has added language for Dean discretion of probation processing of part-time students that may have only taken three credits in one semester and are placed on academic probation. This allows the Dean to not go through the entire process of probation until a full-time credit equivalent has been completed by the student.

Catalog Change – Combined Undergraduate/Graduate Program Definition

Barbari worked concurrently as the Registrar reviewed issues around the 500-level policy and considered the potential elimination of the 500-level form. The language references admission to graduate school by the end of senior year registration.

Barbari sends emails to junior and seniors between semester breaks to notify students of the option of the combined degree program as there is no application fee. Students are able to take advantage of double-counting up to six credits toward that graduate degree of choice; Trailhead can now pre-populate the graduate application for students.

Registrar's Office

Paul Myskiw

Myskiw continues with Barbari on the 500-level policy for undergraduate students. The language of seniors registering for 500-level courses has been made into a separate piece apart from the combined degree program.

Myskiw also explains the removal of registration restrictions of undergraduate students taking graduate courses will also address federal financial aid rules that had not been formally stated within the Catalog.

Myskiw has added the 90-credits terminology as it is a numerical decider for junior to senior status. The current Catalog has several statements from "student's last semester" and "census date of student's last semester". The most precise means of defining students is via credits taken. Some students are entering Mines out of high school but can be defined as sophomore or junior due to the amount of credits taken. This 90-credit was drafted to provide additional precision.

A comment is made on students with large amounts of credits looking to complete four years at Mines, and being put at a disadvantage. Barbari addresses the language across universities requiring a period of overlap between admission to a combined graduate program and the time in undergraduate status.

Barbari makes note of Admissions reporting a large number of freshman and sophomores applying to graduate school. The current application does not provide the ability to apply for a combined program and students will apply to a graduate program instead.

Discussion continues on the efficacy of providing a credit definition for students entering the combined degree program, the maturity of freshman and sophomore student expressing interest in graduate school early at Mines, and how to advertise the combined degree program as an option on applications for incoming Mines students.

Myskiw summarizes removal of the 500-level policy form that undergraduate students need to complete and adding language to allow undergraduate students to take up to six credits of graduate courses to count toward their undergraduate degree.

The six credits that are taken will count as electives and how the department decides to apply the credits as part of the program is dependent on the individual program. Limitations have been made in that students do not take upwards of 30-credits and request a masters degree without admission to graduate school.

Graduate Student Government

Maxwell Silver

No updates from Graduate Student Government.

No Curriculum Items for Council Vote

Continuing Curriculum Items – For Vote 3/17/21

1.1 **GEOPHYSICS**

Ebru Bozdag

[status: CIM 2/17; Provost: 2/17]

1 new course: GPGN583: Reading Seminar

This course was formed as a part of revised Geophysics MS programs, including thesis-based and non-thesis MS. The objective is to introduce MS students to a wide range of topics in geophysics and problems of scientific and societal importance in which geophysics plays an important role.

New Curriculum Items

The items below will be added for the 2022 Catalog. Changes requiring addition to the Addendum should be addressed ASAP.

2.1 **ECONOMICS and BUSINESS**

Carolyn Freedman

[status: CIM 2/23]

1 program change: CR-BUSANLY: Graduate Certificate in Business Analytics

Minor changes to syntax errors, spelling checks.

2.2 **APPLIED MATHEMATICS and STATISTICS**

Carolyn Freedman

[status: CIM 2/23]

2 program changes: MS-DSCI-NT: Non-Thesis Masters in Data Science

Minor changes to syntax errors, spelling checks. Edits to courses listed under "Sample Course Schedule"; restructuring course list into tables for better readability.

XCR-DATASCI: Certificates in Data Science

Minor changes to syntax errors, spelling checks.

Freedman clarifies that these changes are to Data Science, the Certificate in Business Analytics falls under the AMS department. The majority of changes have been for syntax and minor spelling errors or abbreviations.

2.3 **COMPUTER SCIENCE** Carolyn Freeman

[status: CIM 2/23]

1 program change: ROB: Robotics

Minor changes to syntax errors, spelling checks. Additional information added on Robotics Course list to reflect Robotics four focus areas.

2.4 **METALLURGICAL and MATERIALS ENGINEERING** Kip Findley

[status: CIM 2/26]

1 program change: MEMSPHD-MT: ME, MS & PhD – Metallurgical & Materials Eng

Looking to add this change to the addendum. This is not a program update however but a clarification as it's an old option that's recently been resurrected. It happens when thesis students switch to non-thesis and their PI wants a report; had several of those in the last year. - Requested by Nancy Progar and Kip Findley 2/22/21

Findley explains that the non-thesis option has had two options for assessment in which students can take courses or provide a project. There has been more interest in the course-based non-thesis masters over the years. The language has changed within the Catalog which had created some student confusion on whether the project option was still available.

2.5 **CSM501** Geoff Brennecka

Kamini Singha is putting together a course that she's currently referring to as CSM501 which is intended to help introduce new grad students to, well, life as a grad student. The content is still being developed but will presumably include several of the topics discussed along with the 'grad student / advisor guide' book that is in prep.

This course will be piloted Fall 2021 as an onboarding for graduate students. A comment is made that the SYGN courses offered are similar to this; Brennecka states the course will be complimentary.

The course is still in the process of creation; Singha is seeking feedback and ideas from Faculty advisors on what can be added to help new graduate students succeed.

Barbari notes that this course is part of the proposal list that has been funded by Faculty Senate in the Student Signature Experience. Orientations are considered superficial; students are seeking a more integrated understanding of the graduate school and what to expect moving forward.

This will not be an item for vote, currently seeking feedback and ideas from Council members and departments.

Graduate Council Subcommittees

Neal Sullivan

Tabled for discussion in the following meeting.

Adjourn

Meeting adjourned at 5:03 pm.

Next Meeting: March 17, 4:00 – 5:00 pm, via Zoom.

Neal Sullivan

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.

- **Approval of Minutes – February 17, 2021**

Neal Sullivan