

GRADUATE COUNCIL MEETING MINUTES

April 7, 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)	P	Andy Osborne (NSE)	A	Owen Hildreth (ME)
A	Dave Benson (HSE)	P	Karin Leiderman (AMS)	P	Gabe Walton (UCT)	P	Ebru Bozdog (GP)
P	Juan Lucena (EDS)	A	Jim Ranville (GC)	A	Zhenzhen Yu (MME)	P	Geoff Brennecka (ML & MT)
A	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) proxy for Gabe Walton
P	Christine Morrison (CH)	P	Gongguo Tang (EE)	P	Jeremy Zimmerman (PH)	P	Jamal Rostami (MN)

Other Regular Attendees and Guests

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

Welcome

Neal Sullivan

Briefings and Information Items

Office of Graduate Studies

Tim Barbari

Work is being done alongside the Budget Office on minimum stipend levels and what can be absorbed looking towards TA stipends moving into the next year and the following three to five years to close the current gap between the minimum stipend which is \$24,720 and \$30,000. Strategies are being looked at to closing this gap.

Barbari informs Council there is some concern in the Budget Office regarding strategy that is too aggressive.

Barbari will be meeting with Research Council, which was historically involved with discussions on graduate stipends. The large problem will be departmental capacity to handle stipends on the TA side and research grants being able to absorb any increases.

Due to the COVID-19 pandemic, there is some capacity and flexibility within budgets as a 3% increase was expected but did not occur. There will be work done to consider potential resources to plug gaps and consider institutional commitment.

Comment is made on the \$24,000 to \$30,000 increase in five years being incongruent with the increases in cost of living in Golden and surrounding neighborhoods. Barbari responds that the current plan is being considered without inflation.

A question is raised regarding pre-tenure faculty with startups and if this is a conversation happening alongside the stipend discussion. Barbari responds in that startups are based on a certain level and are an unfunded mandate; one way to move forward is to standardize startup packages at the high level for all.

Comment made on the institution making the commitment to adjusting and finding money to support.

Barbari requests Council to receive feedback from students regarding stipends and information from colleagues in peer institutions.

Sullivan proposes a memo from Graduate Council on the language around supporting the increase of minimum stipends and bringing the discussion to Faculty Senate. Comment is made on providing detailed recommendations from what the new minimum should be or if there should be a transition to standard rather than minimum.

Registrar's Office

Paul Myskiw

Priority registration has begun with 1400 students that have registered, no major issues so far. The new user interface with 10% of students using it. There will be four graduation ceremonies rather than five with volunteer opportunities for faculty and staff underway.

Graduate Student Government

Maxwell Silver

Silver address conversations from GSG regarding a pattern of issues with accountability. Students performing lower are held accountable while students have expressed concerns with holding professors or advisors accountable when issues arise. GSG would like to collaborate with Council on the Advisor Advisee Relationships document with guidelines on accountability.

Suggestions have been made on repercussions or a system of intermediaries when issues arise. This will be worked on in collaboration with GSG and Council with the finalized draft being brought to Faculty Senate.

Graduate Coursework Letter

Christine Morrison

Morrison summarizes the concerns addressed in the letter for scheduling significant numbers of graduate courses in low utilization periods. This would require hiring or finding additional childcare which can prove cost prohibitive especially for students.

Grad students that are completing TA-ships and coursework will have a mixture of morning and late evening teaching assignments that can negatively impact lab safety and productivity.

An additional consequence is the ability to recruit new faculty with diversity and inclusion in mind for those with families or economically disadvantaged backgrounds. The letter would ask departments that do fill classes outside of the standard business hours be staffed on a volunteer basis.

Comment is made on the multiple variables involved in the asking for classes in low utilization periods including lack of space, resources, and long-term stability.

A question is asked on the university's trajectory for student enrollment where extra high enrollment leads to negative impacts on classroom availability; Mines@150 looks to increase enrollment and there is a question of how this availability of resources and space will be reconciled.

Myskiw notes that a committee has been formed on schedule-related issues, particularly with deviations from the standard such as credit hour, lab, recitation, and others. This committee will also be looking at scheduling with regards to classroom availability. This letter will also be brought to Faculty Senate for discussion.

Sustainability Incentive Plan

Neal Sullivan

A question had been raised by a graduate student for Sustainability at Mines regarding incentive for academic staff in multiple disciplines to develop new sustainability courses or incorporate sustainability into existing courses.

Suggestions are made to discuss with Nicole Smith and Jessica Smith on work done in their courses to incorporate sustainability.

Comment is made on this having been a discussion years ago with regards to ethics in curriculum and coursework and previously written and verbal communication. There had not been a method of incentivization for these incorporations into the curriculum.

Curriculum Items for Vote – Request for Council Vote (from 2/3/21)

The items below will be considered for the 2022-23 AY. If there is an urgent change needed, contact the Registrar's Office for addition to the Spring 2022 Addendum ASAP.

1.1 **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.

MOTION: To approve the program change to the Graduate Certificate in Business Analytics as championed by Carolyn Freedman by Brennecka, seconded by Morrison. Motion passed unanimously. **APPROVED.**

1.2 **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.

MOTION: To approve the program changes to the Non-Thesis Masters in Data Science and Certificates in Data Science as championed by Carolyn Freedman by Brennecka, seconded by Morrison. Motion passed unanimously. **APPROVED.**

1.3 **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.

MOTION: To approve the program change to Robotics as championed by Carolyn Freedman by Brennecka, seconded by Morrison. Motion passed unanimously. APPROVED.

1.4 **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.

MOTION: To approve the program change to the ME, MS, and PhD in Metallurgical and Materials Engineering as championed by Kip Findley by Brennecka, seconded by Morrison. Motion passed unanimously. APPROVED.

No Continuing Curriculum Items.

No New Curriculum Items.

Other Business

Neal Sullivan

Faculty Senate Newsletter

Tabled.

Graduate Council Subcommittees

Advisor/Advisee Expectations

Comment made on accountability and grievance reporting; consideration of a campus ombudsperson for graduate students.

Barbari comments that this has become an occurrence on other campuses for issues of conflict that revolve around credits, students and advisors which is not seen at an undergraduate level. This had been discussed previously, but Mines had not been at the size and level that it is now to warrant a campus ombudsperson. The university has concerns on hiring more bodies, but a model was presented in which the graduate ombudsperson was a faculty member that has gone through ombudsmen training. That individual would then be relieved of teaching responsibilities in that 30% of their effort is for graduate concerns.

This individual would then be familiar with the institution and the culture.

Adjourn

Neal Sullivan

Meeting adjourned at 5:17 pm.

Next Meeting: April 21, 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.

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

Neal Sullivan