

Colorado School of Mines – GRADUATE COUNCIL MEETING MINUTES
 September 2, 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)	A	Ugur Ozbay (MN)	P	Gabe Walton (UCT)
P	Ebru Bozdag (GP)	P	Juan Lucena (EDS)	P	Jim Ranville (GC)	A	Zhenzhen Yu (MME)
P	Geoff Brennecka (ML)	A	Pete Maniloff (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)	A	Carolyn Freedman (OGS)	P	Jane Ko (AA)	A	Jennifer Velloff (Tref)
P	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	Valerie Holt (AES)		

Welcome

Neal Sullivan

2020-21 Council members introduced themselves.

Council Chair Sullivan reviewed responsibilities of Graduate Council, emphasizing two main functions: Operations and Advancement. Would like Council to reevaluate time spent on reviewing course proposals to make room for bigger picture policy discussions and advancement initiatives. Council members were tasked with bringing ideas to the next meeting.

Sullivan also explained administrative changes (that which do not require Counsel oversight) and timelines/deadlines for introducing new programs for inclusion in the 2021-2022 Academic Catalog.

A question was raised on how/when something is identified as an administrative change. The “Curriculum admin changes recommendations AY 20-21” document (available on Canvas) can be used as an initial reference point. Items will be included on the agenda based on these parameters and Council members may raise any concerns they have accordingly.

Briefings and Information Items

- **OGS**

Tim Barbari

Tim Barbari introduced himself as the new Dean of Graduate Studies. His assistant is Jenny Briggs and the office has been relocated to 451 Alderson Hall.

Barbari also encouraged rethinking how courses are reviewed in order to devote more of Council’s efforts toward the mission of graduate education. Barbari is looking forward to bringing ideas to Grad Council, suggesting changes to language in the Catalog, and modifying policies that will impact the signature student experience.

- **Registrar**

Paul Myskiw

Myskiw echoed Barbari and Sullivan’s sentiments. The hope is to approach Grad Council a little differently and remove administrative barriers in order to better support Council members with new programs.

Sullivan and Myskiw reminded Council of the Addendum to the Catalog, managed by the Registrar's Office. This was created as a space to accommodate and publish new programs that were processed off-cycle. They would not appear in the current Catalog, but there would be a place for students to see what programs requirements were. Sullivan and Myskiw reiterated the Addendum was meant to be used as sparingly as possible, with best practices being to follow the publication schedule of the Catalog. Sullivan, Myskiw, and Barbari will need to "police" this.

New Curriculum Items

- 1.1 Curriculum timelines and approval dates for 2021-22 Catalog **Neal Sullivan**
Identifying administrative changes to curriculum

(Discussed in the welcome.)

- 1.2 CHEMISTRY **Christine Morrison**
[status: CIM 8/28]
1 program change: PhD in Chemistry

Language was added about the minimum grade (B) required to pass core classes in program. Morrison explained this was a change to reflect an already current practice in the department.

Concern was raised about the need for language specifically addressing possible pathways for remediation if a student did not earn the required passing grade. Morrison described the department's approach for working with these individuals and their professors to evaluate the best way to move forward. She will take these concerns back to the department and compare the Catalog with the departmental handbook, to see about adding such language.

Council members agreed having a standard "script" to follow was in the best interest of everyone involved and deviations could be escalated to Barbari's office.

Barbari and Myskiw emphasized the importance of consistency between the Catalog and any departmental handbooks. If there are discrepancies, the Catalog is held as the contract between the student and the University. Departments needs to mindful of potential issues if the documents are in conflict.

- 1.3 ENGINEERING, DESIGN AND SOCIETY **Juan Lucena**
[status: CIM 9/1]
2 program changes: MS in Humanitarian Engineering and Science
MS-NT in Humanitarian Engineering and Science

Adding one course to the list of electives in the Environmental Engineering track of the program (CEEN575 Hazardous Waste Site Remediation).

No additional questions or comments.

Administrative Changes to Curriculum

The following course changes were administratively processed in the system:

GEOLOGY AND GEOLOGICAL ENGINEERING

[status: CIM: 8/28]

Chg sched type GEGN573: Geological Engineering Site Investigation

[status: CIM: 9/1/20]

new=crse code chg GEOL528: Mining Geology

PETROLEUM ENGINEERING

[status: CIM 9/1]

Correct course reqs Prof Master in Petroleum Reservoir Systems

Meeting adjourned at 5:03 pm.

Next Meeting: September 16, 2020 | 4:00 – 5:00 pm, via Zoom.

Please send all items for agenda to Jane Ko (jko@mines.edu) one week prior to meeting.