

Colorado School of Mines – UNDERGRADUATE COUNCIL MEETING MINUTES
 March 24, 4:00 – 5:00 pm, via Zoom

Attendees:

Voting Members: 19 total (10 - majority needed for quorum). Quorum was present.

P	Jeff King (chair)	P	Becky LaFrancois (EB)	P	Mike Nicholas (AMS)	P	Chuck Stone (PH)
P	Michael Barankin (CBE)	P	Derrick Hudson (HASS)	P	Corinne Packard (MME)	P	Nicole Smith (MN)
P	Dylan Domaille (CH)	P	Ge Jin (GP)	P	Jeff Paone (CS)	A	Bruce Trudgill (GE)
P	Linda Battalora (PE)	P	Hongyan Liu (CEE)	P	Oyvind Nilsen (ME)	A	Sydney Marchando (USG)*
P	Gyasi Evans (LB)	P	Carrie McClelland (EDS)	P	Randy Haupt (EE)	P	*Marchando Proxy Ethan Lewellin

Other Regular Attendees and Guests

A	Fran Aguilar (MS)	P	Dixie Cirillo (PA)	A	Jennie Kenney (AA)	P	Mara Green (AA)
A	Amy Argyris (CASA)	P	Vibhuti Dave (UGS)	A	Jane Ko (AA)	P	Paul Myskiw (RO)
A	Justin Bush (CEE)	A	Jen Drumm (CASA)	A	Cheryl Medford (GE)	P	Terri Snyder (PE)
P	Karla Perez-Velez (CASA)	P	Katie Ludwin (CASA)				

*Henry Oberley

Welcome

Jeff King

Approval of Minutes – March 10, 2021

Jeff King

MOTION: To approve the Undergraduate Council minutes of March 10, 2021 by Barankin, seconded by Nilsen. Motion passes unanimously. APPROVED.

Briefings and Information Items

Office of Undergraduate Studies

Vibhuti Dave

The Fall 2021 schedule has been released with the university’s goal being all in-person teaching. If a student requests remote the university’s standard message is while accommodations would be made there not any plans of remote sections or faculty providing dual modality delivery.

Any pushback or requests be sent to the department heads and Deans for an understanding of how much pushback is being received.

Registrar’s Office

Paul Myskiw

Graduate Council has provided modifications to the 500-level course policy. There was a six-hour language restriction, graduate faculty made note of advanced undergraduates who take more than six credits and apply them to the undergraduate degree. This language has now been removed and reverred to the original language referencing departmental discretion.

MOTION: To approve the updated language for undergraduate 500-level course policy by Hudson, seconded by McClelland. Motion passes unanimously. APPROVED.

Curriculum Items for Council Vote

Minor Curriculum Changes

These changes will be noted for the 2022-23 AY. If these changes are urgent, notify the Registrar's Office ASAP for addition to the Addendum for 2021-22.

The following minor course changes will not be discussed unless specifically requested by Council.

1.1 **ELECTRICAL ENGINEERING** Randy Haupt

[status: CIM 2/17]

6 course changes: EENG281: Introduction to Electrical Circuits, Electronics and Power
EENG284: Digital Logic
EENG307: Introduction to Feedback Control Systems

Change to course offered notation within course description; previously stated only Fall and Spring, offered in Summer as well.

EENG427: Wireless Communications

Course is offered Spring only; Catalog entry listed Fall, Spring and Summer availability.

EENG475: Interconnection of Renewable Energy, Integrated Power Electronics, Power Systems, and Power Quality

Course offered on demand; Catalog entry listed Fall, Spring and Summer availability.

1.2 **GEOLOGY and GEOLOGICAL ENGINEERING** Bruce Trudgill

[status: CIM 2/17]

2 course changes: GEGN416: Field Geology

Changes to GEGN316 reflect updates to the BS curriculum in GE agreed upon by the faculty in the Department. The faculty evaluated program objectives, the sequencing of classes, and the connections among learning outcomes in 200 and 300- level courses. The outcomes of that analysis include eliminating GEGN 206, incorporating select learning outcomes from GEGN 206 into GEGN 212, adding a new course, GEGN 217, and reducing credits for GEGN 317. The new curriculum has the same number of total credits as the current curriculum.

GEOL309: Structural Geology and Tectonics

Changes to GEOL309 reflect updates to the BS curriculum in GE agreed upon by the faculty in the Department. The faculty evaluated program objectives, the sequencing of classes, and the connections among learning outcomes in 200 and 300- level courses. The outcomes of that analysis include eliminating GEGN 206, incorporating select learning outcomes from GEGN 206 into GEGN 212, adding a new course, GEGN 217, and reducing credits for GEGN 317. The new curriculum has the same number of total credits as the current curriculum. This proposed change, removing the GEGN 206 pre-requisite, reflects the removal of GEGN 206 from the curriculum.

MOTION: To approve items 1.1 and 1.2 in an omnibus vote by Nilsen, seconded by McClelland. Motion passes unanimously. APPROVED.

Curriculum Items in Progress

Minor Curriculum Changes

These changes will be noted for the 2022-23 AY. If these changes are urgent, notify the Registrar's Office ASAP for addition to the Addendum for 2021-22.

The following minor course changes will not be discussed unless specifically requested by Council.

2.1 **METALLURGICAL and MATERIALS ENGINEERING** Cheryl Medford

[status: CIM 2/19]

1 course change: MTGN315: Electrical Properties and Applications of Materials
Addition of MATH225 as pre-req and change MTGN211/311 to pre-req from co-req.

This course was previously a senior year course and students had always had MATH225 beforehand, even though it wasn't listed as pre-req. The course content requires knowledge of differential equations, thus MATH225 is being added as a pre-req. to ensure that students have the requisite knowledge before beginning the course.

2.2 **MECHANICAL ENGINEERING** Oyvind Nilsen

[status: CIM 3/2]

6 course changes: MEGN381: Manufacturing Processes
MEGN391: Automotive Design: SAE Collegiate Design Series (Formula SAE)
MEGN435: Modeling and Simulation of Human Movement
MEGN436: Computational Biomechanics
MEGN466: Introduction to Internal Combustion Engines
MEGN467: Principles of Building Science

Addition of C- or better as grade requirements for prerequisite courses.

No New Curriculum Items

Other Business

Graduating Student Email Accounts

Mike Nicholas

A recent graduate had reached out regarding an internship that was unable to contact the student due to the student's email address having been discontinued. There is a proposal to investigate a way to provide recent graduates the ability to access their student email accounts for post-graduate communications.

Students that have graduated are provided with an account through the Alumni Association, but consideration is being made on how these undergraduate emails can be forwarded to the alumni account.

A comment is made that alumni are unable to access their Trailhead account for accessing their 1098-T documentation for taxes; there has been little communication on accessing this document. It is not sent to students via mail and is only accessible electronically.

Council can consider authoring a memo or missive to the CIO that addresses this issue brought to Council attention. Once the email has been terminated following graduation, students have a difficult time accessing campus-related systems; suggestion is made to provide a means for limited account accessibility of alumni.

Program Suspension and Program Removal Process

Jeff King

A formal means of suspending programs and deleting programs has not been established. The Deans,

Provost, and department heads do not receive notification that these changes are entered which has caused lapse in communication.

CIM will provide an FYI-All email notification, which does not require approval from selected parties. This can be filtered via changes, deletions, and new programs.

A request is made for those interested in receiving CIM-related course and program emails to contact mgreen1@mines.edu on the Faculty Senate webpage that will contain all Council minutes.

Academic Policy Subcommittees

Student Workload Guidance

Mike Nicholas

The subcommittee will discuss feedback and address any changes; majority of feedback received was positive and supportive of the Review and Finals Week Policy recommendations.

Feedback included readability suggestions and addressing these as guidelines rather than policies to avoid issues related to academic freedom.

This policy addresses concerns of having a final, presentation, and project due in the same week as students can have upwards of five courses during this finals week.

The workload guidelines have been clarified by Legal and Academic Affairs as legal requirements that can create consequences as the guidelines tie into student loans and VA bills. The credits defined in the Catalog are units that designate contact minutes and amount of work outside of the classroom.

The finalized recommendation will be presented to Council for approval where it will then be presented to Senate as an FYI item and voted on in the following meeting. This recommendation will not be enforceable for Fall 2021.

The subcommittee is looking at other workload-related issues such as how credits are translated to student workload and placement of exams.

Consistency in Grading

Chuck Stone

The subcommittee has met with students to create a top three recommendations for best practices in grading including:

1. Mines should adopt a uniform, campus-wide grading system that would preferably include the same grading system for all courses on campus and at minimum should be consistent across sections of a course and courses of a major
2. The subcommittee recommends the plus and minus grading system with the removal of the A+ option
3. A+ grades, Bell Curve grading system, and Pass-Fail grading system do not align with the spirit of cooperative education that Mines endorses. These will promote student competition, restrain students from collaborating, and not motivate students to work as hard as they should

These recommendations are accompanied by student input, Oberley and Lewellin, in which the A+ grading creates additional stressor for students with GPA restrictions. The ability of students to maintain a 4.0 in the rigor of Mines classes would be detrimental to student health.

A comment is raised on professors not posting grades until the end of the semester where students are then lacking knowledge of their grades. Clear grading mechanisms should be outlined and enforced within syllabi.

Adjourn

Meeting adjourned at 5:24 pm.

Next Meeting: April 14, 4:00 – 5:00 pm, via Zoom.

Jeff King