

Colorado School of Mines – UNDERGRADUATE COUNCIL MEETING MINUTES
 September 9, 2020 | 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	Jeff Schowalter (EE)
P	Michael Barankin(CBE)	P	Derrick Hudson (HASS)	P	Corinne Packard (MME)	P	Nicole Smith (MN)
P	Dylan Domaille (CH)	P	Rich Krahenbuhl (GP)	P	Jeff Paone (CS)	P	Bruce Trudgill (GE)
P	Bill Eustes (PE)	P	Hongyan Liu (CEE)	A	Oyvind Nilsen (ME)	P	Sydney Marchando (USG)
P	Gyasi Evans (LB)	P	Carrie McClelland (EDS)	P	Todd Ruskell (PH)		

Other Regular Attendees and Guests

A	Fran Aguilar (MS)	P	Dixie Cirillo (PA)	A	Jennie Kenney (RO)	A	Ben Moore (CS, EE, ME)
A	Amy Argyris (CASA)	P	Vibhuti Dave (UGS)	P	Jane Ko (RO)	P	Paul Myskiw (RO)
A	Justin Bush (CEE)	P	Jen Drumm (CASA)	A	Cheryl Medford (GE)	P	Terri Snyder (PE)
P	Karla Perez-Velez (CASA)	P	Katie Ludwin (CASA)	P	Scott Houser (EB)	P	Ge Jin (GP)

Welcome & Introduction

Jeff King

Briefings and Information Items

• **Office of Undergraduate Studies**

Vibhuti Dave

- Program proposal template
- New degree expenditures

Documents uploaded to Canvas under the 9.9.20 Agenda Items. Dave introduced herself as the new Dean of Undergraduate Studies. She was tasked with creating a template for proposing new Undergraduate programs. An older template already exists but the new version added other questions and things to consider, especially with regard to interdisciplinary programs. The purpose is to be proactive in addressing potential questions upfront to be better prepared for Council and Senate.

QBE is being used as a tester/example, with the expectation they will submit their proposal using the new template. At the moment, there are no new programs for imminent vote.

The template has already been circulated through Academic Affairs, to UG Council Chair Jeff King, and Senate President Andy Herring. Dave is seeking additional feedback from Council.

King asked Council members to review the documents and think about significant implications of some of the new items, such as the piece on sunset clauses. Senate will also be looking at the template around the same time. Discussion will wait until the next meeting at the earliest.

• **Registrar**

Paul Myskiw

Registrar Myskiw reminded Council that CIM is now open for course and program proposals. The Curriculum Timelines and Approval Dates are uploaded to Canvas for reference. Today (9/9) was Census Day – the last day for add/drop. The data freeze will happen on 9/11. Enrollment looked good given the situation, higher than last fall overall. UG enrollment went down slightly and Grad enrollment went up.

King emphasized the significance of this report, due to the Mines budget models that were based on tuition. Overall, it was positive and encouraging news.

New Curriculum Items

1.1 Curriculum approval process Curriculum timelines and approval dates for 2021-22 Catalog

Jeff King

No new items to vote on today. King reviewed the timeline and dates for the curriculum approval process. Typically, curriculum items will be voted on two meetings after the presentation to Council. Once Council approves, the proposal goes to Senate, and then the Board of Trustees where applicable.

There is also an opportunity for curriculum items off the regular Catalog publication schedule to be included in an Addendum, which is managed by the Registrar's Office. But due to the tight deadlines, it is safe to assume new programs will not be submitted for the Addendum this cycle.

In a change from previous years, Senate now requests all new program proposals to be introduced to them concurrently with Council. This will be coordinated between the Jane Ko for Council and Julie Lambert for Senate.

King then addressed the practice of administrative changes for non-material or minor curriculum items that do not require Council oversight and can be expedited. He referred to the administrative change recommendations document (in Canvas) as a starting point to codify what those might be. The bylaws still require approval on administrative changes, which will happen via signal vote after they have been on the agenda for at least one meeting.

Council voiced concerns about how certain items were categorized as administrative changes on the aforementioned document. King assured Council the recommendations were currently open for revision and feedback, and that minor and/or administrative changes would still be included on the agenda/available for discussion, prior to a vote. Items could be moved out of an administrative designation as well.

The intention is not to have any administrative changes for program proposals. This process will remain the same for now, but King is interested in tinkering with and possibly streamlining the course approval process.

King's broad goal for UGC is to spend as much time as possible on program changes and big ticket items – such as the creation of interdisciplinary programs and discussing core curriculum.

He would also like to:

- 1) re-panel the Core Curriculum Sub-Committee to pick up where this group left off last year, and
- 2) establish a Course Approval Steering Committee. The intention of the Steering Committee is to identify administrative changes vs. those that require review and then put them out for vote en masse. As previously mentioned, any issues or disagreements with administrative and/or minor changes can always be addressed in Council.

King called for volunteers to join these sub-committees. Jane Ko will collect a list of names from interested parties.

1.2 ECONOMICS AND BUSINESS

Scott Houser

[status: Informal presentation]

Proposing new BS degree with a focus on quantitative business

Last year, aligning with Mines@150 initiatives, the Division of Economics and Business was tasked with developing a proposal for a specific undergraduate business degree, an area Mines has not had before. Scott Houser, the Interim DD in EB, wanted to informally introduce this idea to UGC early, to provide ample space and time for consideration.

After floating around various titles, it became the BS in Management Science and Business Engineering, with a focus on quantitative business expertise. (An informational slide is uploaded to Canvas under Agenda Items.) Houser is seeking Council feedback on both the name and course of study with the plan to submit a formal proposal next month. He and Council member Becky LaFrancois can be contacted with any questions.

Council raised questions about the possibilities for educational and professional laddering from this UG business curriculum and if/how it might connect to future business and/or STEM training opportunities. Houser envisions that it will not be a typical business education but everyone has their own take and these types of discussions will be part of the development process.

Miscellaneous Business

Jeff King

REMINDER: Any Council members interested in serving on the Core Curriculum Sub-Committee or the Course Approval Steering Committee should email Jane Ko (jko@mines.edu).

Administrative Changes to Curriculum

The following course changes are pending vote to administratively process in the system:

GEOLOGY AND GEOLOGICAL ENGINEERING

[status: CIM 8/28, vote 9/23]

Chg sched type GEGN473: Geological Engineering Site Investigation

ELECTRICAL ENGINEERING

(status: CIM 9/2, vote 9/23)

Deactivate EENG450: Systems Exploration and Engineering Design Lab

EENG334: Engineering Field Session, Electrical

Meeting adjourned at 4:49 pm.

Next Meeting: September 23, 4:00 – 5:00 pm, via Zoom.

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