

Colorado School of Mines – UNDERGRADUATE COUNCIL MEETING MINUTES
 April 14, 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)	P	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)	A	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)				

Welcome

Jeff King

Approval of Minutes – March 24, 2021

Jeff King

MOTION: To approve the Undergraduate Council meeting minutes of March 24, 2021 by Nilsen, seconded by McClelland. Motion passed unanimously. APPROVED.

Briefings and Information Items

Office of Undergraduate Studies

Vibhuti Dave

Mines will be running a vaccination clinic for students participating in in-person field sessions. Peter Han will be sending out emails to students registered in field session courses that have an in-person component. The second dose will be administered May 17-18; some overlap with field sessions that may need adjustments.

Registrar's Office

Paul Myskiw

No updates.

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 **METALLURGICAL and MATERIALS ENGINEERING**

Corinne Packard

[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.

1.2 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.

MOTION: To approve the course changes listed in items 1.1 and 1.2 in an omnibus Council vote by Packard, seconded by Barankin. Motion passed unanimously. APPROVED.

New Curriculum Items

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.

2.1 CIVIL and ENVIRONMENTAL ENGINEERING

Hongyan Liu

[status: CIM 3/25]

1 program change: BS-CE: BS in Civil Engineering

Addition of CSCI101, replacement of course CEE3XX with UGC approved CEEN315.

CSCI101 has been added as one of the programming requirements. Approved course CEEN315 has been added to replace the CEE3XX stand-in.

Other Business

Graduating Student Email Accounts

Phil Romig works with ITS and the Computer Science department and has explained that students have email addresses in both alias: mymail.mines.edu and mines.edu; these route to the same place and students have access to both throughout their time at Mines. Graduation transitions the MyMail address to mines.edu.

Paone notes that students require better understanding of this transition. ITS is working on solution to drop the MyMail address and switch entirely to Outlook for consistency.

Academic Policy Subcommittees:

Student Workload Guidance

Mike Nicholas

Nicholas highlights main faculty feedback points:

- No longer use the "Review Week" to avoid mischaracterization, new material is allowed the week prior to Finals

- Provide clarification that classes can have final project/presentation and final exam with project being due prior to Finals Week
- Change definition of take-home exam involving 48 hours instead of 72
- Remove specifics in defining quizzes and exams
- Default to campus policy on make-up exams
- Clarify and replace “indicated in syllabus” to “assigned or announced at least 4 weeks in advance”
- Change paragraph on exceptions to make it less adversarial between students and faculty

King notes that consolidation of the Finals Week and Review Day policies within the procedures handbook rather than the Catalog would go through the Faculty Senate Policies and Procedures committee.

Question on 48 hours for take-home rather than 72; 72 to was used to avoid the possibility of students having final exams the same day and having little time to complete the take-home exam.

Representatives are encouraged to bring this information to departments for feedback and consideration. This policy has also been brought to Graduate Council for feedback.

Consistency in Grading

Chuck Stone

Concerns raised on language of “grading system”: is this letter grades that are assigned or translation of numbers to letters; concern on consistency across courses being clarified to prefixes or course sections.

Discussion on student resistance to pass/fail grading; students become fixated on the numbers assigned to assignments, pass/fail could help students overcome the desire for a number and push intrinsic value in learning.

Discussion on departments providing consistency of grading within sections of an individual course to avoid student cherry-picking.

Consideration is made to push a recommendation forward to Faculty Senate to establish an ad hoc committee on grading processes in light of Mines@150.

MOTION: To recommend the Faculty Senate establish an ad hoc committee on grading processes and consider the recommendations and notes input by the Undergraduate Council subcommittee on Consistency in Grading by Barankin, seconded by McClelland. Motion passed unanimously. **APPROVED.**

Adjourn

Jeff King

Meeting adjourned at 5:03pm.

Next Meeting: April 28, 4:00-5:00 pm, via Zoom.