

Colorado School of Mines – UNDERGRADUATE COUNCIL MEETING MINUTES
 August 25, 4:00 – 5:00 pm, via Zoom

Attendees:

Voting Members: 29 total (10 - majority needed for quorum). Quorum was present

P	Jeff King (chair)	P	Becky LaFrancois (EB)	P	Mike Nicholas (AMS)	P	Randy Haupt (EE)
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)	P	Ethan Lewellin (USG)
P	Gyasi Evans (LB)	P	Chelsea Salinas (EDS)	P	Chuck Stone (PH)		

Other Regular Attendees and Guests

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

Special Guest(s): Christine Morrison (CH)

Welcome

Jeff King

King welcomes Councilors back for the Fall semester.

Introductions

Jeff King

Councilors and new councilors began by introducing themselves.

Briefings and Informational Items

Office of Undergraduate Studies

Vibhuti Dave

Dave reminds Councilors that masks can be requested from the COVID safety supply store through their department’s manager. Cloth masks have been put out by the Office of Environmental Health and Safety for students in the office on the first floor of McNeil Hall.

Dave brings forward discussion items on pathways offered to students to pursue in-depth knowledge and specific topics. Minors and ASIs are offered, but some programs are offering “plus” programs with degree programs to provide specialization. Dave states that this would be preferable to create definition and consistent terminology and language for these “plus” programs to appear on transcripts.

Myskiw adds that ASIs and specializations by default print on transcripts, tracks and emphasis are only printed upon request of the department. Students that take this pathway to gain more knowledge are not seeing this within an official record.

Registrar’s Office

Paul Myskiw

Myskiw reports May 1, 2021 having been the deposit deadline. 1,500 deposits from freshmen were received. Myskiw thanks the departments for creating ad nauseum sections to all hours in order to accommodate registration of 1,454 freshmen in 15 credits or more.

As the next three years progresses, consideration should be made on how this will continue to impact curriculum and departments.

In the month of October, the Registrar's Office is looking to dive into data of declared majors and supply information on course demands based upon current intended majors to allow faculty the ability to plan out for the coming semesters.

Due to the large class size, the common exam policy was being enforced as written where in the past requests from the departments were accommodated. The common exam start time was extended an hour and a half.

Myskiw addresses the need for a broader conversation on common exams; continued strategies, accommodations for larger classes, evening and weekend exams, and how the future of common exams will look. This conversation was brought to the Faculty Senate, but resolution was not made.

Question was raised on what the issue is regarding common exams; Myskiw states that Mines is one of the few institutions in the United States still holding common exams. The Provost has made statements regarding moving away from common exams due to the enrollment size of the institution increasing and increased demand for space. Students in the past have raised complaints on evening and out-of-classroom testing; there is an additional issue of student workload with any additional exams or multiple exams having an impact on student wellbeing. Faculty consideration is made on the ability to administer 800 common exams at the same time without risk of academic cheating. The testing center has experienced additional burden with the combination of large class sizes and lengthened testing times.

Myskiw proposes a committee directed at both Undergraduate and Graduate Council to work on a proposal to bring to the Faculty Senate and Academic Affairs for consideration regarding common and other exam scheduling.

Question regarding graduate students having common exams; Dave responds that graduate courses do not have common exams but do schedule during the same time as common exams. Spaces would then need to be arranged to accommodate those exam time requests.

Question raised on students having lapses in email communication due to switching over from MyMail to Microsoft Exchange; Myskiw states that the announcement of this change was made two weeks prior to the start of classes and students are experiencing issues. Some students have not been receiving emails on either platform. Myskiw reminds faculty to remind students to switch over to the mines.edu domain as soon as possible. Comment continues on the lack of communication on how students were to switch server domains.

Subcommittee Updates

Completed Subcommittee Items:

Student Workload

Mike Nicholas

The final exam policy proposal will be presented to the Faculty Senate for consideration.

Additional ideas of the subcommittee revolved around class credit to workload conversion factors and communicating to students that workload is associated with that class' listed credits.

Consistency in Grading

Chuck Stone

A recommendation had been made, but a decision was made to sort this into a larger issue. Information will be presented to the Faculty Senate.

Stone informs Councilors that consistency in grading spanned across undergraduate and graduate platforms.

Potential Topics:

Common and Other Exam Scheduling

Volunteers will be requested in following Council meetings.

Other Topics for UGC Subcommittees

Dave brought forward the topic of “plus” programs and discussion of student tracks and specialization within departments. Further discussion needed prior to establishment of a subcommittee.

Miscellaneous / New Business

Jeff King

Volunteers for Steering Committee

The steering committee of the Undergraduate Council is seeking volunteers. This committee will be reviewing new courses as well as program changes for evaluation as minor or major changes in need of full Council discussion.

Volunteers for this committee are:

- Jeff King
- Corinne Packard
- Oyvind Nilsen
- Chuck Stone
- Derrick Hudson

Vaccination of Undergraduate Students

Question is raised regarding the vaccination status of undergraduate students; Dave informs Councilors of the information brought to the Faculty Senate on 8/24 by Provost Holz. Accurate numbers are currently unavailable; the deadline for vaccination status submission was 8/23 with 1,060 students having submitted on that deadline. The CRIT team and Health Center will be reviewing and verifying this information to report to faculty and the campus at-large.

Prior to the deadline, 91% of students submitted being vaccinated which includes graduate students. 25% of faculty and staff have not verified vaccination status; 85% are vaccinated. These numbers will continue to be updated through the COVID Mines Dashboard.

Students having not submitted the vaccination record by the deadline, 8/23, will have registration for Spring placed on hold while being placed at the back of the queue.

Financial Resources for Departments

Question raised on any financial resources being made available to departments following the increase in freshman class size to accommodate the needs of the department; Dave suggests this be brought to department heads' meeting with the Provost 9/3 for discussion of resources. Dave reminds Councilors that this discussion is for the following year's request for resources, not this current year. Deans have already committed for additional lab sections and adjuncts.

Language in the Classroom

Question is raised on providing proper language in the classroom when referring to students' pronouns and names, concerns in displacing students or causing discomfort. Suggestion is made to always ask and

confirm correct language, students are appreciative of faculty and staff making best attempts and being understanding of pronouns.

Comment made on the optional attendance of student-led oSTEM training in learning pronouns and providing inclusive speech in the classroom.

Adjourn

Meeting adjourned at 5:03pm.

Next Meeting: September 8, 4:00 – 5:00 pm, via Zoom.

Jeff King