

Colorado School of Mines – GRADUATE COUNCIL MEETING MINUTES
 May 3, 4:00 – 5:00 pm, via Zoom

Attendees:

Voting Members: 23 total (12 - majority needed for quorum). Quorum was present

P	Bettina Voelker (Chair)	P	Christine Baker (LB)	P	Andy Osborne (NSE)	P	Owen Hildreth (ME)
A	Eric Anderson (HSE)	P	Soutir Bandyopadhyay (AMS)	P	Jamal Rostami (MN)	A	Michael Heeley (EB)
P	Jeffrey Shragge (GP)	A	Juan Lucena (EDS)	P	Jim Ranville (GC)	P	Luis Zerpa (PE)
A	Kester Clarke (MME)	A	Uwe Greife (PH)	A	Danica Roth (GE)	P	Dong Chen (CS)
A	Jay Straker (HASS)	P	Dave Marr (CBE)	P	Liam Witteman (GSG)	P	Lori Tunstall (CEE)
P	Christine Morrison (CH)	P	Atef Elsherbeni (EE)	P	Gabriel Walton (UCTE)		

Other Regular Attendees and Guests

P	Tim Barbari (OGS)	P	Carolyn Freedman (OGS)	A	Jenny Briggs (OGS)	A	Mara Green (AA)
A	Wendy Adams (HNRS)	A	D. Scott Heath (RO)	A	Paul Myskiw (RO)	A	Roxane Aungst (OGS)
P	Sam Spiegel (Mines Online)	A	Suzanne Beach (Payne)	A	Jen Gagne (Grad Admissions)	P	Kendra Stansbury (RO)
P	Jon Johnson (Mines Online)						

Special Guest(s): Jaeheon Lee (MN)

Welcome

Tina Voelker

Briefings and Information Items

Office of Graduate Studies

Tim Barbari

Barbari provided an update on moving graduate forms into OnBase.

Registrar’s Office

Kendra Stansbury

No updates from the Registrar’s Office.

Graduate Student Government

Liam Witteman

Witteman reported the last large event from GSG was held 4/28 with the graduate student barbecue.

Elections had been held and new executives for GSG would be announced on 5/8.

Feedback had been gathered through an informal, quality of life survey distributed by GSG; Witteman asked Councilors to announce to graduate students that the survey will remain online for the next week and students are encouraged to participate.

New Business

Graduate Stipend Increases

Tim Barbari

The minimum graduate stipend would increase to \$32,000 for Fall 2023. Teaching assistant (TA) budgeting would be handled by the institution budget process; student contracts would be reviewed with the implementation of the Workday system and would be reviewed as two four-and-a-half-month academic year contracts and a three-month summer contract. The \$32,000 equates to a \$12,000 semester long stipend over four-and-a-half months. Budget reviewing what is needed from each department regarding TAs.

Comment raised on the difference in the semester stipend in the academic year and the incongruence

between 0.5 FTE \$12,000 during the academic year and 1.0 FTE \$8,000 in the summer. Barbari clarified the stipend would be redefined as \$12,000 over twelve months at a 0.5 FTE. The transition to Workday caused the redefinition of contracts and changing from students' semi-monthly pay to monthly pay.

- **Question** on the reformation of the 0.67 FTE; Barbari reported the standard stipend would be redefined to be more uniform year-round at 0.5 FTE.

Barbari reported regular meetings with contract submitters.

Barbari noted research assistants (RA) are more complicated due to grant budgets and some budgets' lack of capacity to accommodate increases. There was an administration decision to look at what each individual faculty member or principal investigator (PI) situation is; an effort would be made to look at combinations of research development (RD) accounts and roll forward accounts that the deans have access to, tuition assistance may be done at the Office of Graduate Studies (OGS) level. The goal would be solving immediate gaps in research budgets.

Comment raised on process of reviewing RA increases and the negative impact on research within departments, Councilor noted the fault should not fall on the individual faculty to garner funds for the increase if the decision was institutional. Barbari noted there are areas of the university impacted such as pressure to increase stipends, reduce tuition burdens on grants, and lack of enrollment in non-thesis programs online and residential that have impacted budgeting decisions. Barbari noted there should be a conversation on tuition recovery on grants and impacts on the institution.

1.1 **APPLIED MATHEMATICS & STATISTICS**

[CIM TBD]

1 program change: MS-DSCI-NT: Non-Thesis Masters in Data Science
Addition of online non-thesis masters in Data Science.

Voelker gave an overview of the program change; an online modality was requested and marketed before coming to Council and Faculty Senate. The program was already enrolling students for Fall 2023. The program had been discussed in Faculty Senate 4/25. The program contains a mini module in which courses have not been moved into an online format.

Barbari noted most of the courses exist online as part of certificates in data science. Three credits in the residential program are made up of one-credit professional development courses under the SYGN prefix; the courses have not been placed in an online modality. A recommendation had been made to create a single, three-credit professional development course; Barbari noted the usage of a new course would cause the program to look different from the residential program; the online program would need to be a direct translation of the residential program.

- **Question** if there is an issue in creating an online modality for SYGN courses; Spiegel reported the courses in the data science program have been the only reported impact.

Councilor reported student frustration in the Mechanical Engineering (ME) department's online non-thesis master's program; students had been forced to take an online course and were unhappy with the decision; Councilor recommended proceeding with caution for in-person courses having an online component, Councilor noted online courses double the faculty workload and may impact faculty retention.

Council did not vote to expedite the process for the program change and asked a representative for the program to attend and provide details on the modality change. Councilors asked to hear more regarding the one credit courses.

Continuing Discussion from 4/19/23

2.1 MINING ENGINEERING [CIM 4/17; Provost 4/18]

Jamal Rostami

3 new courses: MNGN572A: MINING INDUSTRY MANAGEMENT CAPSTONE DESIGN
MNGN572B: MINING INDUSTRY MANAGEMENT CAPSTONE DEVELOPMENT
MNGN572C: MINING INDUSTRY MANAGEMENT CAPSTONE DELIVERY – FINAL SECTION

This is the capstone design course for the online Mining Industry Management (MIM) program that is offered by the Mining dept. This course has been offered as MNGN599 for cohort 1 and 2 and Trefny has asked the program to switch to a permanent course number. Furthering online course development for the professional masters program capstone project to allow the project curriculum to work smoothly within the constraints of the various Mines departments' systems.

MOTION: To vote to approve the three (3) new courses in Mining Engineering in item 2.1 in an omnibus Council vote by Rostami, seconded by Shragge. Motion passed unanimously.

Moving Graduate Forms to OnBase

Tim Barbari

Barbari reported progress being made toward moving forms into OnBase; work was being done on the thesis defense form and a potential qualifying exam form. Each form would be an electronic means of keeping track of student progress within degrees. Barbari hoped to have the forms live soon after the start of Fall 2023. The test environment would begin during the summer.

Adjourn

Tina Voelker

Meeting adjourned: 4:53 pm.

Next meeting: May 17, 4:00-5:00 pm via Zoom. Please send all agenda items to Mara Green (mgreen1@mines.edu) 1 week in advance.

Consent Agenda The following proposals will not be discussed unless specifically requested by Council. Please review the following items. With no objections, approval is implied and items will be processed accordingly.

3.1 **Approval of Minutes – April 19, 2023**

Tina Voelker