

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

Attendees:

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

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|---|------------------------|---|-----------------------|---|-----------------------|---|----------------------|
| P | Joseph Horan (chair) | P | Andrew Pederson (EB) | P | Mike Nicholas (AMS) | P | Chuck Stone (PH) |
| P | Michael Barankin (CBE) | P | Cortney Holles (HASS) | P | Corinne Packard (MME) | A | Nicole Smith (MN) |
| P | Dylan Domaille (CH) | P | Ge Jin (GP) | P | Rob Thompson (CS) | P | Dave Benson (GE) |
| P | Linda Battalora (PE) | P | Hongyan Liu (CEE) | P | Oyvind Nilsen (ME) | P | Emmelia Ashton (USG) |
| A | Chelsea Salinas (EDS) | P | Brianna Buljung (LB) | P | Hisham Sager (EE) | | |

Other Regular Attendees and Guests

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|---|----------------------------|---|-------------------------|---|----------------------------|---|-----------------------|
| A | Sam Spiegel (Mines Online) | A | Dixie Cirillo (PA) | P | Mara Green (AA) | P | Paul Myskiw (RO) |
| P | Karla Perez-Velez (CASA) | P | Vibhuti Dave (UGS) | P | Deb Jordan (Trefny Center) | A | Kendra Stansbury (RO) |
| P | Katie Ludwin (CASA) | P | Danielle Boileau (CASA) | A | Cheryl Medford (GE) | P | D. Scott Heath (RO) |
| A | Rachel McDonald (PE) | A | Colin Terry (SL) | | | | |

Special Guest(s): Scott Houser (EB), Becky Lafrancois (EB)

Welcome

Joe Horan

Horan notified Councilors that Faculty Senate had been updated on the process of the Economics and Business (EB) proposal; Senate awaiting Council's decision.

Items Eligible for Vote from 4/12/23

Proposal to replace EBG201 with EBG321

Scott Houser

Houser thanked Council for additional feedback and engagement on the proposal. Houser had spoken with department heads (DH) and associate department heads (ADH) on the applications of the course; Houser noted content of the course was not in the proposal but noted an increase in the breadth of applications as the profile of students has changed. Pederson offered to answer questions on course content.

Chemical and Biological Engineering (CBE) faculty with an extended history on campus noted EBG321 could count as an engineering credit and may return a free elective to students within the degree program. Recommendation made to allow programs to choose to push the replacement of EBG201 with EGN321 to a later date, if desired.

- **Question** on the ability for majors to choose between EBG201 or EBG321 or allow students to choose; Dave noted the course would be part of the core and each student should take the same core courses. Houser reported students of all programs would gain from the content from EBG321.
- **Question** if the course would apply to every student, Councilor noted there were certain departments or programs with applications outside of engineering; Houser noted the course would not apply to only students' professional lives but personal lives, regardless of major. Note made that not every course in the core caters to every major but offers breadth of knowledge that industry partners are looking for, as well.

- **Question** if the course had ever been required in the past; some degree programs such as CBE had required the course, but it had not existed as part of the required core courses.
- **Question** on capstone components of the course; Houser noted most capstone projects incorporate some form of project analysis. Pederson reported building video lectures and working with students on any questions, students encouraged to run through evaluation methodologies and ask questions with Pederson.
- **Question** on the ability to decrease the sixty-credit requirement to forty-five, Electrical Engineering (EE) strongly recommended the decrease to least impact degree and student schedules in sophomore year; the recommendation to decrease the prerequisite credits was discussed. Houser reported on the importance of students' receiving context for the course through internships, fellowships, jobs, and projects. Concepts such as discounted cashflow, net present value, and evaluation of return on a project are discussed and context are critical for students' success in the class.
- **Question** on registration issues involved with changing a 200-level course with a 300-level course; some degree programs had 200-level courses listed in the junior year leading to a simpler change, other programs may encounter more complications. Councilor recommended additional time for departments to rearrange programs. Myskiw reported there was concern in the Registrar's Office (RO) on scheduling as EBG201 was used for freshmen; Myskiw working proactively with departments to anticipate the change and support in adding additional seats across the board to fill freshmen and sophomore courses needed in students' degrees.

Applied Mathematics and Statistics (AMS) provided results of a faculty poll on the proposal ("Should EBG321 be a core course beginning Fall 2023?"); seventy-six percent did not agree with the timeline, nineteen percent did not believe the course belonged in the core, and five percent voted in favor.

- **Question** on the ideal class size pedagogically; Pederson reported two models had been used. The course operated well with eighty students with smaller groups, scaling up to one-hundred and fifty students created difficulties with smaller groups and operated best with teaching assistants (TAs) for grading. Pederson reported grading as the main concern with a larger class size. The department recognized the need for larger TA support and deployed TAs for EBG201, but a model had been created to move TA support to EBG321.
- **Question** on why the timeline was expedited; Dave reported the proposal was for alignment with the MINES@150 strategic plan.
- **Question** on junior and senior continuing students swapping Catalogs and the effect on transfer students; Myskiw reported the RO's continuing work to do no harm to current and transfer students with the core revision. Pathways should be created, similarly to CSCI128 for students moving into the new Catalog.

Houser spoke with departments concerned with the sophomore placement of EBG201; Houser noted several degree programs hold free electives in the junior and senior year. EBG321 appearing in the junior or senior year of the program would allow students having taken internships to add context to the course. Houser noted the course had a long history of being valuable at senior-level.

Councilor noted only the proposal memorandum had been provided the Council and a submission to the Curriculum Inventory Management (CIM) system would be needed for changes to appear in the Catalog. Recommendation made to vote on the memorandum and complete the changes administratively in CIM by 6/1. Councilors requested a timeline be put in place for when the changes should be enacted; Myskiw noted the week prior to 6/1 would provide time for the RO office.

MOTION: To vote to approve the contents of the memorandum received and enact the appropriate Catalog changes by Barankin, seconded by Nilsen. Eight (8) for, three (3) against, five (5) abstentions. Motion passed.

AMENDMENT: To not require programs to make the change this year but require programs to have made the change the following Catalog editing cycle. All departments should notify the Registrar's Office of their choice by May 24, 2023 by Barankin, seconded by Nilsen. Five (5) for, Five (5) against, seven (7) abstentions. Motion amendment failed.

Approval of Minutes – April 19, 2023

Joe Horan

MOTION: To vote to approve the April 19, 2023 minutes by Barankin, seconded by Nilsen. Fifteen (15) for, one (1) abstention. Motion passed.

Briefings and Information Items

Office of Undergraduate Studies

Vibhuti Dave

Curricular Practical Training (CPT) Course

Dave reported CSM497: International Thesis CPT has zero credits and is graded as a pass/fail by the International Students and Scholars Services (ISSS) office; the course is currently not an integral part of the school's established curriculum and is out of compliance with the United States Citizenship and Immigration Services (USCIS). Dave presented practical training regulations at, [8 CFR 214.2\(f\)\(10\)](#) and curricular training provisions [8 CFR 214.2\(f\)\(10\)\(i\)](#) state a student may participate in curricular practical training programs that are an integral part of an established curriculum and relate to the students' major area of study.

Dave presented two options to Councilors: CSM497 or a different course number would act similarly to cooperative education courses and would become credit bearing and available to all students in participating programs, students would pay tuition for earned credit and the grades would be delegated by academics; option two would deactivate CSM497 and each program would establish their own mechanism to allow credit for practical training and would be credit bearing and graded by academics.

- **Question** if the course would remain pass/fail and if a new grading policy would be established; Myskiw reported Faculty Senate had not taken up the pass/fail discussion for individual courses and an alternative grading model had not been proposed or approved.

MOTION: To vote on option one or option two presented for the curricular practical training by Barankin, seconded by Nilsen. Four (4) voted in favor of option one, six (6) voted in favor of option two, six (6) abstained. Option two passed.

A survey was distributed on 5/4 that asked each program what course students should enroll in for practical training participation and how academic advisors should attest to the training activities being related to the major. Dave noted that, in the case of no response, an assumption will be made that students can sign up for an independent study upon approval of the department.

Distributed Science Credits

Dave presented two options for distributed science credits and how they may be counted: option one allows for free elective credits for everyone and option two would leave the decision to the program on if distributed science credits should count as free or technical electives.

Myskiw clarified that option two is already in place for substitutions, Dave noted distributed science credits cannot be substituted for any of the new core requirements.

A motion was not made. Undergraduate Council did not provide guidance to override the current procedure in place for distributed science credits. Option two would continue to be used as default.

Registrar's Office

Paul Myskiw

No updates from the Registrar's Office.

Adjourn

Joe Horan

Meeting adjourned: 5:13 pm.

Next meeting: May 10, 4:00-5:00 pm via Zoom. Please send agenda items to Mara Green (mgreen1@mines.edu) one week prior.