

Colorado School of Mines – UNDERGRADUATE COUNCIL MEETING MINUTES  
September 11, 4:00 – 5:00 pm, via Zoom

**Attendees:**

**Voting Members:** 15 total (10 needed for quorum). Quorum was present.

P	Ventzi Karaivanov (chair)	P	Erik Menke (CH)	P	Adam Olsen (LB)	P	Rennie Kaunda (MN)
P	Michael Barankin (CBE)	P	Jeremy Suiter (EB)		Gerald Bourne (MME)	P	Mathias Burisch Hassel (GE)
P	Rob Thompson (CS)	P	Ge Jin (GP)	P	Jeff Wheeler (ME)	P	Eliza Buhner (HASS)
P	Linda Battalora (PE)	P	Hongyan Liu (CEE)	P	Hisham Sager (EE)		Elizabeth Prescott (USG)
	Jack Bringardner (EDS)	P	Gus Greivel (AMS)	P	Chip Durfee (PH)		

**Other Regular Attendees and Guests**

	Sam Spiegel (Mines Online)	P	Vibhuti Dave (UGS)	P	Kristeen Serracino (AA)	P	Paul Myskiw (RO)
	Karla Perez-Velez (CASA)	P	Danielle Boileau (CASA)		Cheryl Medford (GE)	P	D. Scott Heath (RO)
	Katie Ludwin (CASA)		Megan Sanders (Trefny Center)		Colin Terry (SL)		
	Luke Contreras (UA)	P	Julia Cable (UA)				

**Special Guest(s):**

**Welcome**

Ventzi Karaivanov

*Introduction of New Council Member*

*Executive/steering committee call for volunteers*

The Executive/Steering Committee will meet briefly on alternate Wednesdays. The purpose of the committee is to work through the upcoming course and program proposals before they are presented to the Council. J. Bringardner has agreed to serve on the Executive/Steering Committee. The Undergraduate Council is still seeking more volunteers.

*Approval of Minutes – August 28, 2024*

Ventzi Karaivanov

**MOTION:** Motion to approve previous minutes was moved by R. Thompson and seconded by J. Wheeler. The previous minutes were approved with 11 approved, 0 opposed, and 2 abstentions.

**Briefings and Information Items**

*Registrar's Office*

Paul Myskiw

P. Myskiw reassured that there will not be loss of functionality in the Banner 9 Self Service for faculty. Features will be conducted in a slightly different manner. Some short how-to and navigation guides will be distributed via Registrar emails and announcements in the Daily Blast. Questions arose of why the Banner 8 infrastructure is going away. This is due to it being an older technology written in an older computer language. Ellucian is modernizing Banner with the plan to decommission the Banner 8 version, therefore, Mines does not have the option to retain any of the configurations found in Banner 8.

P. Myskiw reminded that K. Serracino sent out an email notification today that the Next 2025-2026 catalog is open for editing to review and update course learning outcomes and program overview pages as presented by V. Dave during the previous Undergraduate Council meeting. The workflows will be adjusted so that UGC members will not receive email notifications and changes will be handled administratively in the back end.

*Undergraduate Studies*

Vibhuti Dave

As a reminder of what was presented during the previous Undergraduate Council meeting, the course-level learning outcomes features have been turned in the catalog, therefore, they need to be reviewed and updated. Core curriculum courses will take priority in updating their learning outcomes in CIM. The workflow has been adjusted so that edits will go to V. Dave for approval. V. Dave urged everyone to utilize the program overview template that was provided. This will ensure more consistency across departments and programs in the catalog.

- **Question:** E. Buhner asked what the process is to provide CIM access to other people in the departments? HASS is seeking additional access for the core curriculum committee within their department.
- **Answer:** P. Myskiw answered that access requests will need to be sent to K. Serracino.

Conversation between V. Dave, V. Karaivanov, and the Faculty Senate President has brought about the topic of completion of the core curriculum courses by students. There have been increasing issues with regards to the core curriculum as juniors and seniors are enrolled in Cornerstone Design and take Global Studies later in their academic tenure which is not ideal. These courses are meant for sophomores. With juniors/seniors also enrolled in these courses, it does not make for a good learning environment. The purpose of the core curriculum courses is to provide foundational courses which are not meant for juniors/seniors. V. Dave would like to form a committee that can draft/propose a policy for students that contains guidelines on how the core curriculum should be completed and guidelines for departments on how they can adjust their programs based on this new policy without delaying graduation. Most programs have a 4-year outline that assumes that all core courses are completed by the end of sophomore year. However, incoming students are coming in with more credit (not necessarily beginning in Calc I). The committee would consist of two Undergraduate Council members along with CASA and the Registrar’s Office and be led by a faculty member. V. Dave drafted a document for this committee which will be posted on Canvas.

- **Comment:** H. Liu commented that putting a restraint on students with this policy might delay graduation, especially for non-traditional students. It is better to provide flexibility for the students.
- **Comment:** V. Dave added that this is drafted into the committee charge to ensure that any policy put in place does not delay graduation for students but also provides a solution for issues such as having enough seats available for first-year students that are currently being taken by juniors/seniors for core curriculum courses.

V. Dave also wants to form a committee that revisits minors and ASIs and proposes an alternative that is easier for students to complete. Given the data shown during the previous meeting, minors are not being completed among students and ASIs make up less than 1% of graduating students. The committee would further investigate why students initially sign up for a minor or ASI but eventually drop them before graduating, gather data on if employers favor students that have a minor, and collect feedback from students and the Career Center. Once this information is gathered, the committee could formulate a plan on what to do with minors and see if there is a way to make them more accessible as well as clean up the catalog by removing ASIs. This committee would consist of members of the Undergraduate Council along with faculty at large, a Faculty Senator, CASA, and the Registrar’s Office and be faculty led.

**New Curriculum Item(s)**

**Minor Changes – to be considered as a single vote**

<b>HASS</b>		Eliza Buhner
CIM 9/4		



<b>1 course change:</b>	HASS422: ART AND ENVIRONMENTALISM
	<p>Art &amp; Environmentalism fills an important gap in course offerings while simultaneously aligning with Mines’s focus on earth, energy, and the environment. This is currently the only course on campus that engages with Art History and one of very few that engages with visual culture. Art History is a course that students expect to be able to find on a college campus; this version uniquely serves Mines students by focusing on how perceptions of humans’ place in the natural world have changed over time.</p> <p>Art &amp; Environmentalism also strengthens essential skills that successful graduates will need in their careers. An understanding of art history enhances competencies that are important to our students' abilities to communicate their ideas. Visual culture is an increasingly important facet of communication of all kinds and media narratives often affect what is politically possible. Art can tell us about how humans’ perceptions of their place in the natural world has changed over time; it can also tell us about how cultures currently relate to proposed solutions to climate crises and energy sectors.</p> <p>Mines @150 mandates that students understand the societal context and have the opportunity to pursue personal passions; Art &amp; Environmentalism does this as it helps students to become hard-working, creative, and collaborative problem solvers with an awareness of global issues.</p> <p>Art &amp; Environmentalism was piloted for the first time in the fall of 2018 and further developed in the spring of 2020. The class became a permanent part of the catalog in 2021, the same year I ran the class as a short-term faculty-led study abroad experience.</p> <p>Currently, I only offer the abroad version of this class which requires travel to Italy. Every summer, I have students asking if they can take the course without the trip. Having a fully online version of the course will allow me to offer it to any student, regardless of their location or work schedule.</p> <p>Dr. Mancus completed Foundations of Online Course Design in the summer of 2020. Course development will be completed on Dec 10 2024. Summer 2025 is the anticipated first semester of delivery. Dr. Mancus would like the course to open for registration in February 2025.</p>

- **Question:** G. Greivel asked if this is an already existing course and is only changing the modality, is this something that needs to be reviewed by the Undergraduate Council?
- **Answer:** V. Karaivanov answered that this is considered a minor change that would have a quicker approval process. The Undergraduate Council reviews modality changes to ensure there is a plan in place such as faculty staffing and online course development. E. Buhner added that Mines Online requires 16 weeks to build the online version of courses even if they already exist. P. Myskiw added that Faculty Senate pushed the request for modality to be part of the approval

process among the Councils to ensure that residential students are not forced to take online courses when they are paying for the residential experience as well as ensure that an online BS program is not inadvertently created as Mines is not authorized by HLC to teach one.

### Continued Business

<b>EE</b>	<b>(from previous council year)</b>	Hisham Sager
CIM 4/18		
<b>1 new course:</b>	EENG484: ADVANCED DIGITAL DESIGN	
	This new EE elective has been offered as a special topics course the past couple years, hugely complementing our Integrated Circuits and Electronics emphasis area (the largest emphasis area in the EE department). Advanced Digital Logic is a continuation on EENG284: Digital Logic and gives students an opportunity to further specialize in that interest area.	

**Adjourn at 4:32**

Ventzi Karaivanov

Next meeting: September 25, 4:00-5:00 pm via Zoom. Please send agenda items to Ventzi Karaivanov ([ykaraiva@mines.edu](mailto:ykaraiva@mines.edu)) and Kristeen Serracino ([kristeen.serracino@mines.edu](mailto:kristeen.serracino@mines.edu)) one week prior.