

Colorado School of Mines – GRADUATE COUNCIL MEETING MINUTES

April 2 2:00 – 3:00 pm, GC217/[Zoom](#)

Attendees:

Voting Members: 13 total (12 - majority needed for quorum). Quorum was present.

P	John Spear (Chair)	P	Danielle Ostendorf (LB)	P	Andy Osborne (NSE)	P	Uwe Greife (PH)
	Ian Lange (EB)	P	Bettina Voelker (CH)		Jaeheon Lee (MN)	P	Pejman Tahmasebi (PE)
P	Jeff Shragge (GP)		Ebru Bozdog (AMS)	P	Adrienne Marshall (HSE)		Jim Ranville (GC)
P	Mehmet Belviranli (CS)	P	Adrianne C. Kroepsch (HASS)	P	Ryan Venturelli (GE)		
	Lori Tunstall (CEE)	P	Nikki Farnsworth (CBE)		Ellie Miller (GSG)		
	Rajavasanth Rajasegar (ME)	P	Yamuna Phal (EE)		Kip Findley (MME)		

Other Regular Attendees and Guests

P	Carl Frick (OGS)		Carolyn Freedman (OGS)	P	Jenny Briggs (OGS)		Roxane Aungst (OGS)
	Wendy Adams (HNRS)		D. Scott Heath (RO)		Paul Myskiw (RO)	P	Colin Schneider (RO)
P	Sam Spiegel (Mines Online)		Suzanne Beach (Payne)	P	Kristeen Serracino (AA)	P	Robert Braun (AES)
	Jon Johnson (Mines Online)		Peter Concepcion (Grad Admissions)		Luke Contreras (Grad Admissions)	P	Kelsie Diaz (CS)
	Cadi Gillette (IGP)		Rachel McDonald (IGP)	P	Monica Kosanovich (AES)		Alison Bodor (ME)

Special Guest(s):

Welcome

John Spear

J. Spear reminded the Council that if your GC term is ending, please communicate with your department to ensure a replacement representative is set up for next year's Council.

- **Question:** N. Farnsworth asked, is there a deadline for this?
- **Answer:** T. Voelker answered that there is no deadline, but it would be helpful to have the GC roster ready now for the Fall.

Briefings and Information Items

Office of Graduate Studies

Carl Frick/Jenny Briggs

OGS altered the form used for combined students who have not yet graduated with their undergraduate degree to register for graduate level courses. C. Frick also brought up that graduate classes tend to cap class sizes without first adding additional sections or moving to larger classroom space. Therefore, popular courses have limited enrollment simply because they are popular.

- **Comments:** J. Spear added this may be an opportunity to support faculty and address if additional help is needed such as TAs. J. Shragge added that the time sequencing for TAs is challenging since TAs are often not sorted out until the beginning of the semester whereas students register in the previous term, which causes uncertainty. It might be helpful to set up a guarantee of support which may encourage less capping. C. Frick added that this does not necessarily apply to elective courses which have varied enrollment but rather a handful of courses that could be 75-120 students but instead are capped at 35. Students complain as these are courses they are interested in taking such as an introductory IGP course. J. Briggs suggested that departments can possibly add smaller, hourly TA support (5-10 additional hours per week) in July/August instead of a full TA contract to help in these situations. J. Shragge added it would be a challenge to ensure equal opportunity among TAs and RAs. A. Kroepsch added that there are some departments such as HASS that only have hourly TAs and would be willing to send them to other departments to provide additional support.

Registrar's Office

Colin Schneider for
Paul Myskiw

C. Schneider reiterated the form change for 500-level courses. Additionally, registration began on Monday and has gone smoothly.

- **Question:** J. Spear asked, are registration numbers meeting expectations?
- **Answer:** C. Frick answered that seniors started registration on Monday and juniors started on Tuesday, so registration is still in progress. Also, since graduate students do not have a set registration time, it is difficult to gauge graduate registration numbers at this time.

Graduate Student Government

Ellie Miller

No updates at this time.

2:35-2:45 pm **New Business**

1.1 **EE**
[CIM 3/3]

Yamuna Phal

1 program deactivation:

**CRTG-EE: GRADUATE CERTIFICATES IN
ELECTRICAL ENGINEERING**

We have 3 new certificates for the EE program that includes an ISS certificate, so this old one needs to be deactivated.

The new graduate certificates in EE include a track in Information System Sciences so EE is removing this older ISS graduate certificate.

- **Question:** J. Spear asked, how many EE students participate in certificates? Are you marketing the certificates?
- **Answer:** K. Diaz answered that the older certificates had pretty low enrollment including this deactivated certificate program. The new online program includes stackable certificates that are offered online which will encourage more enrollment. The EE department is working closely with Marketing and establishing industry partnerships to incentivize companies in the area to send their employees to Mines for a singular certificate or the full online professional master's degree in EE. Additionally, all incoming inquiries and applicants are contacted by the EE department to answer questions and make the application process as seamless as possible.
- **Comment:** J. Spear added that as certificate enrollment increases, it will be an opportunity to see what marketing strategies work best and how Mines will continue to serve graduate students in these programs. It would be interesting to have evening courses on popular topics open to Mines community as a way to generate additional revenue.
- **Comment:** C. Frick added that EE is the first department on campus to implement stackable certificates within their program so it will be interesting to see how it works. There has been discussion about setting up stackable certificates in other programs across campus, so it is something to think about for the future. Additionally, the Mining department implemented in-person workshops, especially over the summer, that have been successful.

3:00 pm

Adjourn

John Spear

Next meeting:

April 16, 2:00-3:00 pm GC224/[Zoom](#). Please send all agenda items to John Spear (jspear@mines.edu) or Kristeen

Serracino (kristeen.serracino@mines.edu) 1 week in advance.

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

4.1 **Approval of Previous Minutes – March 5, 2025**

John Spear