

CSM (CSM)

CSM101. FRESHMAN SUCCESS SEMINAR. 1.0 Semester Hr.

FIRST-YEAR ADVISING AND MENTORING PROGRAM is a "college transition" course, taught in small groups. Emphasis is placed on fostering connectedness to CSM, developing an appreciation of the value of a Mines education, and learning the techniques and University resources that will allow freshmen to develop to their fullest potential at CSM. Course Objectives: Become an integrated member of the CSM community; explore, select and connect with an academic major; and develop as a person and a student.

CSM102. INTRODUCTION TO TECHNICAL WRITING. 1.0 Semester Hr.

Learning how to communicate STEM topics to a variety of stakeholders is a key skill in both academia and industry. In this course, students explore a variety of common communication topics in STEM such as memos, white papers, pitch decks, executive summaries, figures and tables, and poster presentations. This course examines how students can draft and revise related forms of communication so that they have the foundation to further develop these skills in their discipline.

Course Learning Outcomes

- Understand and explain the concept of technical writing, oral, and visual communication
- Analyze and evaluate audience and how it influences the methods used to communicate ideas
- Apply and modify their writing style to meet the expectations in both academia and industry
- Understand the common types of written and oral communication projects within STEM
- Implement skills related to dialogue, revision, and design on collaborative work
- Create visual graphics that effectively communicate their ideas
- Apply principles of effective technical writing related to topics such as syntax, grammar, and tone

CSM201. TRANSFER STUDENT SUCCESS SEMINAR. 1.0 Semester Hr.

(I, II) Transfer success and mentoring program is a transition course, taught in small groups. Emphasis is placed on fostering connectedness to CSM, discussing strategies in integrating to Mines community, exploring relevant issues associated specifically with the transfer student population, developing an appreciation of the value of a Mines education, and learning the techniques and University resources that will allow transfer students to achieve their goals at CSM. Course Objectives: Become an integrated member of the CSM community; explore campus resource; connect with other transfer students on campus; and develop as a person and a student. For transfer students only. 12 meetings during semester. 1 hour lecture; 0.5 semester hours.

Course Learning Outcomes

- Formulate and revise academic, personal and career goals, understand different types of goals, and articulation of steps to achievement
- Be able to articulate an awareness of campus resources and policies, including academic, administrative, and student services, as well as personal identities and respect of others

- Demonstrate active engagement in the campus community and Golden area at large, via social, academic, service, and personal involvement
- Feel further connected and comfortable with the campus community of students, faculty, staff, and administrators, and have the tools to interact in meaningful ways
- Be able to identify and communicate personal values and needs related to wellness, balance, healthy choices, and community.
- Gain an understanding of learning styles, team building skills, and strengths necessary for integration into the academic and social culture at Mines

CSM202. INTRODUCTION TO STUDENT WELL-BEING AT MINES. 1.0 Semester Hr.

How do you feel when you're stressed? How do you feel when you're thriving? When do you feel resilient? What do you do to get through tough times? How do you celebrate when things are good? What do you do to try to achieve balance in your life? This course will help you answer these questions and lay the foundation for all Orediggers to identify, practice, and build skills that are needed to support your own holistic well-being during your time at Mines and beyond. Even if you have it all figured out, you can use the information and skills practiced in this course to support your friends and classmates who may need assistance. You will identify and understand seven interconnected dimensions of well-being (physical, emotional, social, environmental, spiritual, financial, and intellectual), as well as best evidence for behaviors that support your wellness in these various ways. This course will focus on health and wellness concepts important in making informed choices about your well-being, as well as the utilization of appropriate resources when help is needed. By the end of the course, you will develop a well-being plan with tangible strategies to help you thrive throughout your life. Prerequisite: CSM101.

Course Learning Outcomes

CSM250. ENGINEERING YOUR CAREER PATH. 1.0 Semester Hr.

The purpose of this course is to provide a student with the career planning, job searching tools, work ethics, and life skills that are instrumental to be successful in his or her professional career. Classes and assignments are designed to give the student a head start and constructive feedback in a number of different areas that he or she will have to address through the transition from being a Mines undergraduate student to a summer researcher, intern, full-time employee, and/or graduate student. 1 hour lecture, 1 credit hour.

Course Learning Outcomes

- This course is designed to enhance the student's appreciation and comprehension of how to:
 - Develop a career plan through a unique combination of exercises, projects and assessments to determine crucial factors, such as the student's own personal strengths and assets.
 - Acquire the necessary job search skills to enable each student to succeed in taking personal responsibility for the management of their own careers.
 - Develop resumes and CVs, cover letters, a career portfolio and other documents used in a job search process (industry, research, academic).
 - Evolve his or her academic career by exploring how to leverage talents and tools to effectively approach projects, job searching and professional development through a focus on strengths in studies, professional interactions, internships, and full-time positions.
 - Conduct comprehensive and useful company research to further expand job opportunities and career exploration, as well as use of social media in an efficient, ethical manner.
 - Engage with successful interviews (in-person, phone, site, and video/Skype).
 - Review,

comprehend, and negotiate job offers. • Begin the graduate school search and application process. • Incorporate and maximize diversity initiatives in a workplace that is changing, evolving, and diversifying. • Research and apply global business practices to an international career track. • Transition from school to work through defining expectations, relocation preparation, engaging a Mentor, having a good work-life balance, managing dual careers, demonstrating social responsibility, and moving up in the company.

CSM275. CASA BOUNCE BACK PROGRAM. 1.0 Semester Hr.

(I,II) Bounce Back is a course geared towards students who have a goal of raising their GPA. Students in Bounce Back will attend a Saturday kick-off event and weekly small group meetings for the semester. In these sessions, students will be taught strategies they can employ in their daily lives to improve their academic and personal habits. These will range from efficient study techniques, memory recall, focus, efficient study and productivity strategies, time management and many others. Research in student success, how people learn, and human behavior indicates that simply teaching a person many ways to study or manage their time does not always result in long term changes. To complement the academic success strategies we teach, Bounce Back also explores many underlying factors related to success both in and out of the classroom. These relate to topics such as resiliency, mindset, creating purpose and meaning in daily life, and personal. 1.5 hours lecture; 0.5 hours lab; 1 semester hours.

Course Learning Outcomes

- Students will develop academic skills related to: Time/priority management; Study and memory recall efficiency; Lessen procrastination; Seek help before deadlines; Test taking strategies; Stress management; Self-advocacy; etc.
- Students will develop non-cognitive skills related to: Persistence
 - o Resiliency; Grit; Emotional Regulation; Self Understanding; Motivation/Discipline; Confidence; Metacognitive and Self-Regulatory Awareness; etc.

CSM301. INTRODUCTION TO PUBLIC SPEAKING & COMMUNICATION SKILLS. 1.0 Semester Hr.

Taught and facilitated through the Vallejo Irvine Program for Professional Development (VIP) - this 1-credit introductory course on public speaking and verbal communication skills advances Mines aspiration to equip all students with the necessary communication readiness competencies to positively distinguish themselves in their professional and graduate pursuits. This course introduces students to fundamental public speaking and verbal communications skills and advances Mines' commitment to professional development. Course considers communication technologies, accessible technologies, and ethics of verbal communication. Students who complete the course will better navigate and perform in a variety of inter-personal communication settings, including formal and informal settings. Prerequisite: CSM202.

Course Learning Outcomes

- 1) Students will know how to prepare and practice a variety of verbal communication endeavors, including short pitches and keynote lectures/speeches.
- 2) Students will know how to structure a variety of verbal communication endeavors, including short pitches and keynote lectures/speeches.
- 3) Students will know the ethical implications and responsibilities of public speaking.
- 4) Students will advance understanding of verbal communication, including formal and informal efforts.

- 5) Students will advance skills with verbal delivery and performance.
- 6) Students will advance understanding and proficiency with technology

CSM350. STUDIES IN LEADERSHIP. 3.0 Semester Hrs.

(II) The class is an interactive class examining several facets of leadership to help develop leadership abilities and self-awareness. Includes discussion around the Five Principles of Exemplary Leaders, leadership readings, Strengths Finder, ethics and decision making, negotiation and business interactions, and much more. Students take a look at their role as a leader on campus and how to translate their skills in to their career. 2 hours lecture; 3 hours lab; 3 semester hours.

Course Learning Outcomes

- 1. Increase understanding of the fundamental principles of leadership development.
- 2. Display a commitment to learning and growth by exposing yourself to new ideas and viewpoints.
- 3. Understand how individual differences influence leadership and distinguish specific leadership behaviors in yourself and others.
- 4. Identify the Five Principles of Exemplary Leadership and the characteristics of exceptional leaders.
- 5. Clarify a set of values and principles and principles concerning the way you treat others and pursue goals.
- 6. Practice specific behaviors of leadership excellence and integrate these behaviors into your life.
- 7. Create an ideal image of what your organization can become and search for innovative ways to improve the organization.
- 8. Demonstrate your ability to collaborate with others, build teams, and help others develop their skills.
- 9. Recognize contributions that individual makes and celebrate accomplishments.
- 10. Design a personal action plan for developing your own leadership traits and behaviors and be able to evaluate your progress.

CSM501. GRADUATE STUDENT SKILLS & SUCCESS. 1.0 Semester Hr.

This course is a collaborative learning program focused on the skills that will assist new graduate students in developing to their fullest potential and efficiency at Mines, prepare them for the next steps in their professional or academic journey, and build a network of colleagues across campus. Course Objectives: Develop skills for success in independent and collaborative research; understand the expectations for graduate (vs. undergraduate) training; become an integrated member of the Mines community; explore resources and support for academic and professional growth; connect with peers across campus; and develop as a person, a student, and an early-career STEM specialist. 15 in-person or remote meetings during semester.

Course Learning Outcomes

- 1. Develop and document educational and career goals for and after Mines.
- 2. Identify individuals at Mines who care about their success and initiate a mentoring relationship with at least one individual.
- 3. Develop a personal and professional connection to the campus.
- 4. Build awareness and skills in STEM communication tasks relevant to their degree program.

CSM550. NAVIGATING THE CAREER SEARCH FOR GRADUATE STUDENTS. 1.0 Semester Hr.

The purpose of this course is to provide graduate students with the career planning resources, job searching tools, work ethics, guest expert perspectives, and communication skills that are instrumental for their continued professional success and career development. Classes and assignments are designed to give the student advanced knowledge and skills and constructive feedback in a number of different areas that they will address through the transition from their graduate program at Mines to future opportunities such as internships, fellowships, or full-time positions in industry, academia, research, and other settings.

Course Learning Outcomes

- This course is designed to enhance graduate students' career readiness competencies through course materials, in class activities and guest speakers representing diverse professional pathways, incorporating the Competencies for a Career-Ready Workforce as outlined by the National Association of Colleges and Employers (NACE). At the completion of the course, you will be able to:
- Career & Self Development • Develop a career plan through a unique combination of exercises, projects and assessments. • Evolve your academic and future professional career by exploring how to leverage talents, resources, and tools to effectively approach projects, professional development, conference participation, potential internship or fellowship opportunities, and the job search. • Build skills in self-assessment, professional interactions, collaboration, mentorship, and network development to enhance your applications for internships and full-time positions, whether in industry, research, academia or beyond. • Complete assignments aimed towards building your network, exploring career options, and structuring a job search.
- Communication • Develop resumes and CVs, cover letters, a career portfolio, research/teaching statements as applicable, and other documents used in a job search process (industry, research, academic, or other). • Engage in successful interviews (in-person, phone, site, and video). • Explain the value and application of your graduate studies, including advanced coursework, technical skills and training, research, teaching, and your thesis topic (as applicable) in a range of settings. Understand and practice effective communication skills in the varied professional interactions that occur before, during, and after a formal interview.
- Critical Thinking • Review, evaluate, and negotiate job offers. • Identify and respond to key issues in career conversations and/or interviews, given situational context and awareness of cultural and social differences. • Select appropriate communication methods to advance your career goals, whether in writing, orally, or via appropriate social media channels.
- Equity & Inclusion • Incorporate and contribute to initiatives that foster access, equity, and inclusion in a workplace that is changing, evolving, and diversifying. • Consider the importance of personal values and how to critically assess the values of organizations, companies, and institutions when job searching.
- Leadership • Transition from graduate studies and/or research to professional workplace settings through defining expectations, preparing for relocation, engaging with mentors, and maintaining a sustainable, positive work-life balance. • Acquire the necessary skills for successful personal responsibility for the management of your own career. Build skills and awareness of best practices for the supervision and mentorship of others.
- Professionalism • Understand the importance of professional communication and conduct throughout the job search process. •

Enhance your understanding of professional workplaces through exposure to different perspectives shared by instructors, classmates, and guest speakers in various professions (industry, research, academia, other).

- Teamwork • Enhance teamwork and collaboration skills through in-class activities. • Evaluate and recognize your own strengths and how to effectively work with others towards a common goal.
- Technology • Conduct comprehensive and relevant research on potential employers of interest to further expand awareness of opportunities in different career pathways, as well as use of social media in an efficient, ethical manner. Gain familiarity and expertise with the systems and tools commonly used by hiring managers.