

COUNCIL ON EDUCATIONAL POLICY

Meeting Minutes: December 6, 2011

3:30-5:00 PM, 355 Loew Hall

Members present: Chris Neils, Chair (Bioen); Bruce Adey (ME); Tom Furness (ISE); Brad Holt (ChemE); Brenda Larson (EE Adviser); Christine Luscombe (MSE); Hal Perkins (CSE); Eve Riskin (Assoc. Dean); Ashley Tracey (MSE Graduate student); Mark Zachry (HCDE); Janice Henderson (Ex officio).

Members absent: Adam Bruckner (AA); Alex Mamishev, Vice-Chair (EE); David Stahl (CEE).

Guests: Jae Chung (ME); John Kramlich (ME); Margo Segimoto (ME Adviser); Scott Winter (Engineering Student Academic Services).

The November 15, 2011 minutes were approved.

CURRICULUM

Approved New Program Option & Admissions Revisions

BS in Mechanical Engineering (add new ME Nanoscience & Molecular Engineering option, add Direct Freshmen admission, remove statement on CoE Advanced Admission program, drop admission requirement of HCDE 231 from upper-division, and revise requirement for Mechatronics option)

Approved New Courses

ME 410: *Nanodevices: Design and Manufacture* (approved with “Nanodevice” in the title and abbreviated title changed to “Nanodevices”)

ME 461 and ME561 *Mechanics of Thin Films* (both approved contingent on ChemE and MSE signing the applications)

2012-2013 Annual Scholarships from the Dean’s office

Eve Riskin, Janice Henderson, and Scott Winter will prepare the allocations to the departments. The allocations will be reviewed by CEP in January.

Graduate Fellowships

Chris Neils announced that this year the fellowships will be handled by a separate fellowship committee appointed by the Dean. The fellowship committee will include a representative from CEP. Christine Luscombe volunteered from CEP.

Discussions were about the CEP’s role with fellowships according to the College’s Faculty ByLaws and whether or not allocation of fellowships can be done by another group. Motion passed that CEP delegate fellowship management to a separate fellowship committee appointed by the Dean for one year. Eve will email a new fellowship policy (that will be reevaluated after the first year) to the CEP to vote on. Eve pointed out that in the meantime there will be some activity with the fellowships because ExCom is aware.

Undergraduate Student Representative for CEP

Chris has a list of students from Bioengineering. He might be able to find a rep. for CEP.

Hearing panel for EE suspected case of academic misconduct

Chris will oversee the hearing. The other panel members will be Tom Furness, Bruce Adey, and Chris will ask David Stahl. Chris will contact Pat Johnson to try to schedule the hearing this month, maybe during finals week.

Old Business

Eve reported that the Pre-Engineering Admissions Policy failed and the work has been discontinued.

New Business

Scott Winter reported that he will be on the Writing Committee along with the Chair, Jennifer Turns (HCDE), Rich Christie (EE), Alyssa Taylor (Bioen), Paul Beame (CSE), and Kerrie Kephart (HCDE). They might be ready to have a discussion with CEP by Jan. 17th.

New items for future discussion

1. Are the Departments in compliance with the College’s Continuation Policy?
2. Communications Channels: How can the College’s councils and committees stay in communication with each other (in particular, CEP and ExCom) – Are CEP reps. sharing with their departments – Are the engineering departments sharing with the Dean’s office?

Winter 2012 Meeting Dates

Time: 3:30-5:00 pm Room: 355 Loew Hall

Dates: January 3 and 17, February 7 and 21, March 6