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 Adee, 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 Keplhart (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