

COUNCIL ON EDUCATIONAL POLICY

Meeting Minutes: June 5, 2012

3:30-5:00 PM, 355 Loew

Members present: Chris Neils, Chair (Bioen); Bruce Adey (ME); Paul Beame (sub. For CSE); Adam Bruckner (AA); Bruce Darling (EE); Brad Holt (ChemE); Brenda Larson (EE Adviser); Eve Riskin (Assoc. Dean); David Stahl (CEE); Mark Zachry (HCDE); Janice Henderson (Ex officio).

Members absent: Peter Carlson (BIOEN UG student); Tom Furness (ISE); Christine Luscombe (MSE); Hal Perkins (CSE); Ashley Tracey (MSE Graduate student).

Guests: Pedro Arduino (Assoc. Prof. CEE); Mariko Navin (CEE Adviser); Scott Winter (Engineering Student Academic Services).

Minutes

The May 15, 2012 minutes were approved.

Certificate of Appreciation

Eve Riskin presented a certificate of appreciation to Chris Neils for his service as CEP Chair during the 2011-12 academic year.

CURRICULUM

Civil & Environmental Engineering

Pedro Arduino and Mariko Navin discussed CEE's restructured junior year curriculum. They talked about the motivation for it, major changes at the junior level, transition of students, and how the new curriculum will be implemented. CEP approved the courses for the new curriculum on May 15, 2012. CEE's revised program (form 1503) will be submitted for CEP's review autumn 2012. This timing means that CEE juniors will register for courses in a curriculum that has not yet been approved. Mariko has laid out a curricular plan with each individual student, and the CEP suggested that this comprehensive advising be documented in the 1503 package. CEP will approve the CEE course drops that were presented on May 15th after the form 1503 is presented and approved.

Approved Course Change with editorial corrections

- CEE 250 *Environmental Process and Flows* (Changing course title, credits, description, and contact hours.)

Approved New Courses

- CSE 452 / CSE M 552 *Introduction to Distributed Systems*
- CSE 517 *Natural Language Processing*
- BIOEN 530 *Bioengineering Professional Series I: Literature Analysis*
- BIOEN 532 *Bioengineering Professional Series III: Skills Development*
- BIOEN 290 *Guided Independent Studies on Transformative Science* (This course was previously approved as a 3-credit course, it was resubmitted and approved today as a 4-credit course. The word "Doing" has been deleted from the title in the original submission.)

Three-year Approval of Distance Learning Supplements

CEP recommended that the course memo be forwarded to the UW curriculum office with a cover letter stating that the DL arrangements have been approved by the CEP. Brad Holt also noted that an online 3-year DL review form was posted on June 4th, but did not think it necessary to fill out that form in addition to the BIOEN memos.

- BIOEN 509 *Bioengineering Departmental Seminar*
- MEDENG 536 *Biosensors*

Approved Admission Change (Form 1503)

- Bioengineering (Increasing the typical percentage of admissions through Direct Freshman Admission from 25% to 35%)

Graduate Fellowship Restructuring Proposal

Consensus among departments was that the new system was not sustainable because 1) it consumed an enormous amount of staff time as departments competed for fellowships, 2) it forced departments to nominate only the strongest candidates, i.e. those who were least likely to accept an offer to the UW because they were also highly

recruited by the other top engineering schools, and 3) there was no flexibility to offer fellowships to second-choice applicants. Consensus was that, although having a committee (not the CEP) dedicated to allotting the fellowships was acceptable, major process change is necessary. At a minimum, departments should be allowed to give fellowships to other students if the intended recipients do not accept the offer of admission. Recommendation: That the departmental staff involved with the fellowship application procedure meet with the incoming Acting Associate Dean, David Notkin, and the fellowship committee to give feedback and suggestions.

Autumn 2012 Meetings

CEP meets during the academic year on the first and third Tuesdays of the month. The option was considered to move the meetings earlier to 3:00 – 4:30. However, several representatives teach classes up to 3:30 p.m. so the time change would not be practical.

Selection of CEP Chair and Vice-Chair for 2012-2013

Christopher Neils was re-elected as CEP chair, and selection of a vice-chair was postponed until the October 2nd meeting.

Approval of the June 5, 2012 meeting minutes

The committee agreed to approve the minutes via email the week of June 11th.

Next meeting

CEP does not meet during summer quarter. The next meeting will be on October 2, 2012, at 3:30 - 5:00 p.m. in room 355 Loew.

Future Items

- Course Drops – Will be approved when CEE's new program (form 1503) is presented and approved.
= CEE 306, 316, 320, 342, 345, 350, 360, 363, 366, 379, 380, 391, 392, and 583
- Communication 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?
- Saving paper (~~sending meeting items electronically and~~ putting documents on the web)
- Report from subcommittee for the College and Department Continuation Policies
- Report from the Engineering Fundamentals Committee and CEP oversight of CoE service courses