

COUNCIL ON EDUCATIONAL POLICY

Meeting Minutes: February 12, 2013

3:30-5:00 PM, 355 Loew

Members present: Chris Neils, Chair (Bioen); Adam Bruckner (AA); David Farkas (HCDE); Mark Ganter (ME); Brad Holt (ChemE); Jack Lindsay (ME Grad Student); Christine Luscombe (MSE); Hal Perkins (CSE); Christina Mastrangelo (ISE); Eve Riskin (Assoc. Dean); Janice Henderson (Ex officio).

Members absent: Brenda Larson (EE Adviser). Alex Mamishev (EE); David Stahl (CEE);

Guests: Nancy Anderson (Advancement); Kathleen Crowell (Advancement); Alex Finlon (Dean's HR); Scott Koziol (Dean's Fiscal office); Stephanie Swanson (EE Adviser); Ana Wieman (Co-op); Scott Winter (Engineering Student Academic Services).

The January 29, 2013 minutes were approved.

Curriculum

Approved New Course

- CSE 414 *Introduction to Database Systems* (Prerequisite: A grade of 2.5 or better in CSE 143)

Community of Innovator Awards

The CEP will pick the top 2-3 candidates for the Student Innovator: Teaching and the Student Innovator: Research categories. Nomination packets will be available electronically during the week of March 25th. CEP will pick the top candidates on April 16th.

2013/2014 College of Engineering Scholarships

The College's Advancement office wants to make sure the donor's interest is a big part of the distribution process. They want to understand CEP's process for awarding the scholarships. Scott explained that the first step is to decide how much of each award goes to what department. An algorithm was used that is based on the 3-year average bachelor degrees awarded. Last year the minimum award was \$3100 for tuition. Chris said if there will be a minimum it should be tuition for one quarter. Eve encouraged more efficiency and creativity in distributing the awards. Scott will bring a distribution worksheet to the next meeting.

Low course enrollment criteria

CEP was given data on the undergraduate-level courses with 15 or less enrolled and graduate-level courses with 6 or less enrolled. Enrollment is as of the tenth day of the quarter. Counts are for spring, autumn, and winter 2011-2012 and spring, autumn, and winter 2012-2013.

CoE Guidelines for Departmental Continuation Policies

CEP endorsed the guidelines. These guidelines can be modified as new issues arise. The guidelines as well as CEP meeting minutes were added to the CEP web page as of 2/14/2013.

<http://www.engr.washington.edu/mycoe/committees/edpol.html>

Graduate Fellowships for 2013/2014

Eve reported that the deadline for nominations was February 1. Next year she will push for an earlier deadline. Eve and David Notkin met with department faculty and staff graduate advisers last summer. The emphasis this year was lowering the amount of work. The Fellowship Committee selected awardees for nine (9) full-year fellowships and one (1) full-year URM fellowship. The fellowships were distributed fairly evenly. If any of the money isn't used, it will be awarded in the spring.

Last Winter quarter Meeting

Time: 3:30 – 5:00 PM

Location: 355 Loew Hall

Dates: March 5

Future Items

- Report from the Engineering Fundamentals Committee and CEP oversight of CoE service courses
- Spring quarter meeting dates: April 2 and 16, May 7 and 21, June 4