

## COUNCIL ON EDUCATIONAL POLICY

Meeting Minutes: Oct. 15, 2013

3:30-5:00 PM, 310 Loew

Members present: Chris Neils, Chair (Bioen); Mark Ganter (ME); Brad Holt (ChemE); Brenda Larson (EE Adviser); Hal Perkins (CSE); Alex Mamishev (EE); Eve Riskin (Assoc. Dean); Jennifer Turns, Vice-Chair (HCDE); Janice Henderson (Ex officio).

Members absent: Benita Beamon (ISE); Bob Breidenthal (AA); David Stahl (CEE). Jihui Yang (MSE).

Guests: Tom Le (CEE); Stephanie Swanson (sat in for EE Adviser); Scott Winter (Engineering Student Academic Services); Qifeng Zhang (sat in for MSE).

---

### Minutes

The October 1, 2013 minutes were approved.

### Curriculum

#### **Approved New Courses**

- CEE 291 *Intro AutoCAD for Civil Engineers* (Temporary Win14-Spr15) The course was approved as temporary because it appears to be instructor-dependent and the instructor is not permanent faculty, and because the course should be revisited if it is to become a prerequisite for other CEE courses.
- CSE 495 *Project Practicum*

### ABET Visit Results

Eve Riskin reported that ABET had "weaknesses" with AA, Bioen, EE, and MSE. The weaknesses might be addressed with the "due process" which will happen after a draft response is received from ABET in December or January.

### EE Undergraduate Research Course Number

Brenda Larson explained that EE 299 and 399 are special topics courses; 499 is used primarily for independent research by upper and lower division students. A quick survey of Engineering departments showed three of 10 departments use 299 for lower division undergraduate research, and there is no common usage for 399. EE 299 and 399 have been used for appropriate-level courses while waiting for the course to be made permanent. EE 299 is for freshmen and sophomore level courses and EE 399 is for junior and senior level courses. One representative noted that it can be useful to use different numbers for upper- and lower-division research, to prevent students from using up all of their research credits in their first two years. Larson said that EE has not experienced difficulties of this type yet, but may need to consider if EE increases admission of freshmen.

### Student CEP Representative

Two AA students, Evan Carroll and Derek Sutherland, will split attendance at the CEP meetings.

### Future Items

- November 5: Select Diversity Courses suggested by the Departments. Determine how to handle/choose diversity courses. Scott Winter might be able to find a rubric.
- November 5: ENGR 320 Co-op for Undergrads on F-1 Visa status. To make it a permanent course. Discussion with ISS Assistant Director, Mabelle Allman. (Ana Wieman, Engineering Co-op will lead.)
- January: Revisit funding model for service courses (engineering fundamentals courses)
- Report from the Engineering Fundamentals Committee and CEP oversight of CoE service courses

### Remaining autumn quarter meetings

All meetings are at 3:30 – 5:00 pm

November 5 - 355 Loew

November 19 - 355 Loew

December 3 - 355 Loew