

Members present: Chris Neils, Chair (Bioen); Bob Breidenthal (AA); Brad Holt (ChemE); Brenda Larson (EE Adviser); Alex Mamishev (EE); Hal Perkins (CSE); Eve Riskin (Assoc. Dean); David Stahl (CEE); Jennifer Turns, Vice-Chair (HCDE); John Davis (Associate Dean's office)

Members absent: Benita Beamon (ISE); Evan Carroll (AA Grad student); Mark Ganter (ME); Derek Sutherland (AA Grad student); Jihui Yang (MSE)

Guest: Scott Winter (Engineering Student Academic Services), Ana Wieman (Engineering Student Co-op)

Minutes

The December 3, 2013 minutes were approved.

Curriculum

Quorum was established for today's meeting. Chris asked the Committee to retroactively approve ENGR 599B Distance Learning. Motion was approved.

Course Change

HCDE 537 User-Centered Web Design -- The course was presented with a reduction in credits from 5 to 4. There was discussion about considering a new course approval form for a 1 credit workshop. The course was approved with minor edits to the form.

New Course

IND E 585 Technical Entrepreneurial Engineering -- It was mentioned that there was a similar course in the School of Business and the department did not pursue concurrence with the School of Business. The Committee discussed the concurrence issue, asking if seeking concurrence in this case would have been a courtesy or would it have been necessary. Another point discussed was the similarity of this course to courses offered in BIO E and the effect of siphoning off students from similar courses within the CoE. The motion was tabled to allow ISE to address the course overlap and to arrange for a representative to attend the next CEP meeting. [Update as of 1/27/2014: the BIOEN 504 instructor (O'Donnell) has requested to participate in the concurrence process, and ISE is considering a DL supplement to the course application. The course was not included on the 1/21/2014 CEP agenda.]

ENGR 102 Studying Engineering -- Scott Winter presented a temporary new course to take on various topics quarter by quarter on the best way to study engineering (1 credit/quarter maximum). The course is STARS-focused, but not STARS-specific; any student could sign up for the course. Course was approved with minor edits to form ("introduction to the..." and "Topics **may** include...).

Course Change

EE 543 Models of Robot Manipulation -- The course was presented with a reduction in credit hours from 3 to 4, and an added lecture. The course was approved with edits to the hours required (changed to 4/8/12). *Update from 1/21/2014: Alex informed the instructor (Blake Hannaford) about the approval and change to the hours. Prof. Hannaford agreed.*

Additional Course Approvals

BS in EE -- The major has revised admission requirements. Changes were approved with updated admission requirements attached to the form.

Academic Misconduct

Chris asked for three volunteers for the upcoming academic misconduct case from CHEM E. Alex M., Jennifer T. and Bob B. volunteered.

Future Items

- Requirements for diversity course status
- January: Revisit funding model for service courses (engineering fundamentals courses)
- Report from the Engineering Fundamentals Committee and CEP oversight of CoE service courses

Winter 2014 Meetings

All meetings are at 3:30 – 5:00 pm in room 355 Loew.

January 7 and 21

February 4 and 18

March 4