

COUNCIL ON EDUCATIONAL POLICY

Meeting Minutes: April 15, 2014

3:30-5:00 PM, 355 Loew

Members present: Chris Neils, Chair (Bioen); Bob Breidenthal (AA); Hal Perkins (CSE); Jennifer Turns, Vice-Chair (HCDE); Mark Ganter (ME); Jihui Yang (MSE); Brenda Larson (EE Adviser); Eve Riskin (Assoc. Dean); Brad Holt (ChemE);

Members absent: David Stahl (CEE); Alex Mamishev (EE); Benita Beamon (ISE); Evan Carroll (AA Grad student); Derek Sutherland (AA Grad student);

Guests: Scott Winter (Engineering Student Academic Services); Ana Wieman (Engineering Coop); Marco Rolandi (MSE); Jan Spyriadakis, Chair (HCDE); Anne Goodchild (CEE); Stephanie Pulford (CELT)

Minutes

April 1 minutes needed to be amended; will be submitted for approval the next meeting.

Curriculum

New Courses

Designing Effective Figures - Course Presentation (Marco Rolandi) - Marco Rolandi was invited to present his proposed course *Designing Effective Figures*, which is currently available to the Committee on Canvas. The course is proposed to affect communication among students. It is a proposed 1-unit, online course which would pair students within a help-desk type of framework. Marco mentioned that he was contacted by the Undergraduate Research Symposium to administer a beta-test and a survey afterwards. The main effort is aimed toward graduate students, but undergraduate effort is welcome. The online course should take about 10 hours. Stephanie reported that peer reviews have been discussed and the results would be seen in the student's Capstone project. The proposed course will be opened to all Committee members on the Canvas site shortly. Marco is looking for guidance from CEP on how to position this course.

HCDE 231: Technical Writing and Oral Communication (Name change) – Jan Spyriadakis spoke to the Committee about the proposed renaming of the HCDE 231 course from *Introduction to Technical Writing* to *Technical Writing and Oral Communication*. It was asked how the weight given to oral communication affects the core writing component. Jan gave a brief history of the development of the course and reported that 2 of the 8 learning outcomes for the current course relate to oral communication skills. She also mentioned that the design aspect of the course comes through on 3 assignments and the course meets ABET outcomes C-K. The course also stretches the student's intellectual ability. Addressing the proposed title change, it was suggested that the proposed title change be dropped as its explanation is already contained in the course description. There was further discussion about the title change and its possible change of focus from writing. There was more discussion about whether all departments have a communication component; the EE department's process was described. Jan then described how the students in the courses are measured – active participation, active input/critique and attendance. Further discussion around other departments' processes and the focus on writing skills, ESL students' challenges with writing and timing when writing courses should be offered in an ENGR student's coursework (possibly a prerequisite sophomore year). The Committee suggested the title change to *Introduction to Technical Communication*. The motion was moved and seconded, it passed with one against; an edited form will be submitted.

HCDE 539: Physical Computing and Prototyping - This course is strictly part of the HCDE Master's evening program providing hands-on prototyping experience. There was a question about the 4 hours in studio, and why it was necessary. It was reported other courses in the evening program are 4 hours, with reading assignments outside of class, the creation of process documents and a final project done outside of class, as well, but presented in class. There was concern that EE and CSE were offering the same course; however, the types of prototyping projects would be different from the EE and CSE courses. There was discussion about the Master's-level students lacking conceptual experience in this type of course. More discussion about the rationale for students to have design course experience without a prerequisite (it was suggested another course may be developed as a prerequisite, but does not have to be exclusively for Master's students). The motion to approve the course was moved and seconded; it passed with unanimous vote.

SCTL 506: Finance and Performance Management - This course is a Civil Engineering hosted Master's degree program in the cohort model for professional students. Additionally, the program works with Industrial Systems and Engineering and the Foster School of Business. There was concern about the instructional hours, but it was explained that reading was included in the calculation, as some content would not be covered in the lecture. Discussion ensued about replacing "traditional" lecture with online lecture and how reading is a necessary component of it. There was another concern about the revision of the catalog description. The motion to approve the course was moved and seconded; it passed with unanimous vote, with the condition to revise the catalog description. *Update as of 5/5/14: Neils and Goodchild agreed to new wording, which was included in the package.*

AA 507: Fluid Mechanics - Removed a prerequisite. The motion to approve the course change was moved and seconded; it passed with unanimous vote.

Courses for diversity status / DIV courses

Future Items

- Undergraduate scholarship distributions
- Requirements for diversity course status
- Revisit funding model for service courses (engineering fundamentals courses)

Spring 2014 Meetings

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

May 6 and 20

June 3