

COUNCIL ON EDUCATIONAL POLICY

Meeting Minutes: May 20, 2014

3:30-5:00 PM, 355 Loew

Members present: Chris Neils, Chair (Bioen); Bob Breidenthal (AA); David Stahl (CEE); Brad Holt (ChemE); Hal Perkins (CSE); Alex Mamishev (EE); Jennifer Turns, Vice-Chair (HCDE); Mark Ganter (ME); Brenda Larson (EE Adviser); Eve Riskin (Assoc. Dean); Scott Winter (Ex officio).

Members absent: Jihui Yang (MSE); Evan Carroll (AA Grad student); Derek Sutherland (AA Grad student);

Minutes

The May 6, 2014 minutes were reviewed and approved.

Curriculum

New Courses

EE 488 *Photonics Design Capstone* – This course proposal was resubmitted with changes to the course title and clarification on contact hours. The abbreviated title was modified to PHOTONICS CAPSTONE. There was some concern that the University Curriculum committee may be confused that 3.5 of the 4 contact hours are listed as laboratory. This is a design course that meets in a lab setting so the instructor can work with the design groups as they work on their projects. It was suggested that clarification be provided to Jennifer Payne in the Curriculum Office. The course was approved.

EE 557 *Dynamics of Controlled Systems* – This course was tabled at the last meeting to get clarification on the focus of the course. The instructor reviewed the proposal and confirmed that the proposal was correct. The course was approved.

EE 558 *Substation and Distribution Automation* – Approved.

The following HCDE courses were submitted as a part of a major reconfiguration of the HCDE curriculum. Jennifer Turns reported that while several of the proposed courses have content relevant to other UW programs (i.e. Art and the Information School), after consulting with the Curriculum Office, it was decided that given the “majors only” nature of these courses and their counterparts in the other programs, signatures from the other programs would not be required.

HCDE 308 *Visual Communication in HCDE* – Approved

HCDE 318 *Introduction to User-Centered Design* – Approved

HCDE 322 *Organizational Teamwork* – Approved

Course Changes

HCDE 301 *Written Communication in HCDE* – Course number change (401 to 301), title change, and change in prerequisites. Approved with 1 abstention.

HCDE 492 *BS Capstone Planning* – Increase from 1 cr to 2 cr. Approved with modification that “BS” be dropped from the title.

CEE 498 *Special Topics* – Change credits from (1-5, max. 5) to (1-5, max. 12). Approved

CEE 499 *Independent Study/Research* – Change credits from (1-5, max. 5) to (1-5, max. 12). Approved

Program Changes

Human Centered Design & Engineering Program Changes – Proposed changes include modified admission requirements, a restructuring of the program core and technical elective requirements, and removal of the Technical Japanese Minor. The goals of the proposed changes are to enable a more flexible curriculum and adjust program requirements based on trends in the field. There was significant discussion of the proposals and a series of modifications were recommended including: adjustments to the course lists in the admission requirements section; removal of a reference to “...students admitted as seniors”; a slight change to the language in the written & oral communication section; and a more robust description of the HCI option. It was noted that removal of a minor requires a RCEP process. Therefore, the proposal to remove the Technical Japanese minor will be dropped. Also, it was suggested that a Continuation Policy be included with the proposal. Given the short time frame for approval this year, the proposal was approved contingent on follow-up on the identified items.

Follow-up – The identified items were all addressed and a revised 1503 packet was submitted for signature. The packet was sent to the CEP members on 5/28 for a final review.

Civil and Environmental Engineering Program Change – The proposed change creates additional flexibility in how CEE 498 and 499 credits can be applied towards Upper Division Engineering and Science electives. The proposal was approved.

Future Items

- Follow-up on Designing Effective Figures course
- Coordination of entrepreneurship courses within CoE
- Revisit oversight of engineering service courses (engineering fundamentals courses)

Spring 2014 Meetings

The final Spring meeting is on June 3 at 3:30 – 5:00 pm in room 355 Loew.