

COUNCIL ON EDUCATIONAL POLICY

Meeting Minutes: December 1, 2015

3:30 PM, Loew 355

Members present: Jennifer Turns, Chair (HCDE); Chris Neils (BioE); Brad Holt (ChemE); Mike Dodd (CEE); Hal Perkins (CSE); Daniel Kirschen (EE); Shan Liu (ISE); Mark Ganter (ME); Colin Butler (Undergraduate Student Representative); Jennifer Tsai (ISE Advisor); Brian Fabien (Associate Dean for Academic Affairs); Scott Winter (Ex Officio, Academic Affairs); Dan Feetham (Ex Officio, Academic Affairs)

Members absent: Bob Breidenthal (AA); Jihui Yang (MSE).

Minutes - The November 17, 2015 meeting minutes were reviewed and approved.

New Course Applications

CEE 561 Transportation Planning and Design, CEE 562 Livable Communities and Design, and CEE 563 Transportation Choices and Technology – **Course change applications.** The proposals are to increase the credit value for each of these courses from 4 credits to 5 credits to accommodate additional content. These online courses are a part of the Master of Sustainable Transportation program. There was a question about the total weekly instructional hours. The total listed is 11 hours, and typically, a total of 15 hours is expected for a 5 credit course. It was also noted that the learning outcomes seem very qualitative for engineering courses. The courses were tabled. Mike Dodd will work with the program coordinator to clarify the issues raised.

EE 438 Instrumentation Design Project Capstone – **New Course Application.** The development of this course is part of reorganization EE is doing around capstone design courses. The course will be the final design course for undergraduates in the analog and biomedical instrumentation concentration areas. The course was unanimously approved.

HCDE 210 Explorations in Human Centered Design – **New Course Application.** Jennifer Turns provided an overview of this course which she is currently teaching as a special topics course. The course is designed to engage freshman and sophomore students providing an opportunity for students to learn about the discipline and gain awareness and skills related to human centered design. The plan is to offer the course quarterly with a capacity of 100 students. The course was unanimously approved.

HCDE 451 User Experience Prototyping – **New Course Application.** This is a new elective course that will enable students to develop expertise in prototyping human-center applications. The course was unanimously approved.

Old Business

Discussion of Direct-to-College Admission Proposal – Draft College-level catalog (1503) language describing direct-to-college (DTC) admission was reviewed. It was noted that the draft language was principally describing requirements for placement of students admitted through the DTC pathway and that an overview of admission processes along with more details about the DTC admission process was needed.

There was discussion around the minimum number of credits that DTC students should be required to complete before being eligible for placement into a department. It was decided that the College-level requirement should be completion of one quarter as a full-time student (12 credits) at the UW. Individual departments have the option to specify a higher number of credits.

The general approach for admitting transfer students and interest changers was discussed. A draft ME 1503 form was presented that included July 1 and April 5 application deadlines for interest changers and an April 5 deadline for transfer students. A July 1 deadline for interest changers would be similar to the “early admission” process currently in place for departments. The April 5 deadline for interest changers and transfer students would be an “upper division” process. Concern was expressed about the number of deadlines, potential confusion for students, and challenges for departments managing the number of unique processes. A suggested alternative is to have a single deadline of April 5 for interest changers and transfer students. This would simplify the situation but would mean interest changers would be in a similar situation as the current upper division departmental applicants.

There was also a question raised about how students seeking double degrees will be handled in the new system. This question was deferred for later discussion.