

COUNCIL ON EDUCATIONAL POLICY

Meeting Minutes: November 1, 2016

3:30 PM, Loew 355

Members present: Jennifer Turns, Chair (HCDE); Xiaohu Gao (BioE); Brad Holt (ChemE); Ruth Anderson (CSE); John Sahr (EE); Shan Liu (ISE); Jennifer Tsai (ISE Advisor); Mark Gantner (ME); Scott Winter (Ex Officio, Academic Affairs)

Members absent: Uri Shumlak (AA); CEE Representative; Dwayne Arola (MSE); Brian Fabien (Associate Dean for Academic Affairs);

Guests: Sandra Maddox (MSE advisor); Ben Robaidek (Undergraduate student, COESAC Chair); Edward Wei (Undergraduate student, COESAC member); Ryan Carlin (Undergraduate student, COESAC member); Gil Benezet (Graduate students, COESAC member)

Four members of the College of Engineering Student Advisory Committee (COESAC) were present for the meeting. COESAC is trying to determine how to best engage with the CEP. Having a permanent member attending the meetings was suggested a good approach. For the time being, agendas and meeting materials will be sent to COESAC chair Ben Robaidek.

October 18th CEP meeting minutes were reviewed and approved.

Course Applications

- *CSE 482 Capstone Software Design to Empower Underserved Populations* – New course application. The course application was tabled at the October 18 meeting due to questions about the contact hours and to add background on how the course will address the criteria necessary for listing as a Diversity course. Appropriate modifications and additions were added to the proposal. **Approved.**
- **The following Course change proposals to drop the courses were approved:**
 - *EE 401 Engineering Design in Large Teams*
 - *EE 402 Engineering Design in Large Teams: Robotics II*
 - *EE 544 Advanced Robot Manipulation*
 - *EE 545 Autonomous Multi-Robot Systems*
- *EE 492 Leadership Seminar* – New course application. **Approved.**
- *EE 504 Introduction to Microelectro Mechanical courses ME/MSE 504.* **Approved.**
- *EE 598 Advanced Topics in Electrical Engineering* – New course application. **Approved.**
- *EE 599 Special Projects in Electrical Engineering* – Course change application. Change course title. **Approved.**
- The following STARS program new course applications were considered and tabled at the October 18 due to concerns that the courses might be perceived as remedial. The course justifications and descriptions were modified to emphasize that the courses are university-level. **The applications were approved.**
 - *ENGR 120 STARS Program Mathematics* – New course application.

- *ENGR 121 STARS Program Chemistry* – New course application.
- *ENGR 122 STARS Program Physics* – New Course Application
- *HCDE 520 Design and Management of Complex Systems* – Course change application. Change course description. **Approved.**
- *HCDE 561, 562, & 563 Advanced Japanese for Technical and Business Professions 1, 2, & 3* – Course change applications to drop the three courses. The faculty member with the required expertise to teach the courses has retired and the department no longer is able to offer them. **Approved.**

Program Applications

- *Chemical Engineering* – Add ENGR 231 as an accepted course towards the writing requirement and add CHEM E 460 as an alternative for the program Molecular and Nanoscience Engineering requirement. **Approved.**
- *Materials Science & Engineering* – Replace HCDE 231 with ENGR 231 and other maintenance updates. **Approved.**

Old Business

- *College of Engineering DTC Proposal Updates* – Jennifer Turns and Scott Winter provided an update on a meeting with FCAS chair Sarah Stroup and Robert Corbett, Coordinator of New Programs in Undergraduate Academic Affairs. The College level DTC proposal will be considered directly by the full membership of FCAS rather than going through a normal review by an FCAS subcommittee. To facilitate the review process, the proposal will be condensed and reorganized. The goal of the meeting was to discuss necessary modifications. Sarah Stroup and Robert Corbett committed to doing some initial work reorganizing the content.

New Business

- *Academic Misconduct Case* – A misconduct case was referred to the College. Jennifer Turns, Ruth Anderson, and John Sahr agreed to assist with investigation of the allegation.