

COUNCIL ON EDUCATIONAL POLICY

Meeting Minutes: November 15, 2016

3:30 PM, Loew 355

Members present: Jennifer Turns, Chair (HCDE); Chris Neils (BioE); Brad Holt (ChemE); Ruth Anderson (CSE); John Sahr (EE); Jennifer Tsai (ISE Advisor); Mark Gantner (ME); Brian Fabien (Associate Dean for Academic Affairs); Ryan Carlin (MSE student); Scott Winter (Ex Officio, Academic Affairs)

Members absent: Uri Shumlak (AA); Shan Liu (ISE); CEE Representative; Dwayne Arola (MSE)

Guests: Sandra Maddox (MSE advisor); Leah Panganiban (AA graduate advisor)

November 1st CEP meeting minutes were reviewed and approved.

Course Applications

- *CSE 583 Software Development for Data Scientists* – New course application. **Approved.**
- The Aeronautics and Astronautics department is in the process of creating permanent Aerospace Engineering (AE) courses for a range of courses previously taught using special topics course numbers. However, at the department's advice, a significant number of AE students took up to 16 credits of the special topics courses. Therefore, the maximum allowable credit total for the following four courses needs to be increased from 8 credits to 16 credits. The course change proposals were for a permanent change but after discussion, the applications were changed to be temporary for spring 2017 through summer of 2018. The temporary course change applications to increase the maximum credit totals to 16 credits for the following four courses were **approved**.
 - *AE 519 Special Topics in Aerospace Engineering: Controls*
 - *AE 529 Special Topics in Aerospace Engineering: Fluids*
 - *AE 549 Special Topics in Aerospace Engineering: Structures*
 - *AE 559 Special Topics in Aerospace Engineering: Composites*

Old Business

- *Draft DTC materials for the University application* – A draft mock-up of the major selection page of the UW freshman application for DTC admission was reviewed and discussed. There were a number of suggested modifications including a recommendation to add language making it clear that DTC is the primary pathway for admission to majors for entering freshmen. Another suggestion was to add language indicating that choice of major does not impact the decision on admission to the UW. Finally, the suggestion was made to make use of focus groups in developing the final language.

New Business

- *College of Engineering Service Course Discussion*– Brian Fabien began the discussion by providing background on reasons for considering changes to management of College service courses. The move to DTC admission is major factor. DTC admission changes the dynamic of the freshman/sophomore process making it more important that the

courses are taught well and are well integrated in to the broader curriculum. Mechanisms are needed to encourage and reward faculty who teach these course and do so effectively. Brian identified University of Maryland as a school that has put mechanisms in place. The fact that budgets for the courses are in departments makes it difficult to direct resources. It was suggested that graduate students who have an interest in teaching could be cultivated to teach the courses. The recommendation was to focus initially on a subset of the service courses, possibly AA 210, CEE 220, and ME 230. The goal is to make progress on a subset of courses by the end of the academic year.

- *Academic Misconduct Process*- An overview of proposed changes to the process was provided. Proposed changes include the following:
 - Elimination of the Agreed Settlement process.
 - A restructuring of the “Informal Hearing” process.
 - Adoption of the online tool “Report It” as the mechanism for faculty to submit academic misconduct allegations to the College.
 - Adoption of Advocate, the application currently used by the Office of Community Standards and Student Conduct for managing misconduct cases.Additionally, changes should be accompanied by support for faculty in implementing strategies to prevent misconduct and creating an environment of academic integrity. There was general discussion about the potential changes and strategies for moving forward. It was emphasized that the informal hearing process must be fast for routine cases that are not contested. It was also noted that misconduct processes are “all sticks and no carrots” for faculty. It was suggested that a CEP subcommittee be convened to consider the proposed changes.