



COUNCIL ON EDUCATIONAL POLICY

Meeting Minutes: May 7, 2019

3:30 PM, Loew 355

Members present: Mike Dodd, chair (CEE); Jennifer Tsai (ISE Advisor); Andrew Davidson (HCDE); Jim Ritcey (ECE), Brian Fabien (Associate Dean, Academic Affairs); Valerie Daggett (BioE); Shan Liu (ISE); Ruth Anderson (CSE); Sawyer Fuller (ME)

Members absent: JK Yang (AA); Dwayne Arola (MSE); Rene Overney (ChemE)

Guests: Mike Engh (COE), Virginia Vacchieri (COE), Julia Shettler (COESAC), Shanai Lechtenberg (COE), Sandra, Ed (AA)

Review of Minutes

- *April 16, 2019 - Approved*

Course Proposals (see below)

- *See table below for new and modify course proposals*

New Business

- *Syllabus Guidelines from FCAS*
 - Continuation of discussion from April 16 meeting about the development of a COE syllabus template to guide departments in creating and updating syllabi for course proposals with the goal of having fewer proposals sent back to departments for changes.
 - Discussion of creating a CEP task force to develop this syllabus template. Andrew Davidson volunteered to lead this effort with a planned timeline to work in Autumn Quarter and finalize the syllabus template by the end of 2019 .
- *English composition course constraints and solutions for undergraduates*
 - Among the COE undergraduates admitted in Autumn 2018, 34 students have not taken an English composition course in their first year.
 - Students have shared that they have not been able to register for English composition because sections have been full at their registration time or have conflicted with other required courses.
 - English composition is a placement requirement for an engineering major, which will be an issue for them with the DTC placement process. They will not be able to request placement in the first placement cycle in summer 2019.
 - The English department has said they are no able to offer any additional sections to help address unless the College of Engineering wants to pay for the instructor. They limit class sizes to 24 so one additional section would not be sufficient to help all of the affected students.

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- This issue with access to English composition courses may be an issue for other students outside of engineering.
- For COE students, an option is to waive this requirement for placement to majors. These students could be required to take the course in their second year. Another option is to hire English composition instructors for our students that need the course so access to the course can be guaranteed for all COE first-year students.
- *First-year curriculum for ENGRUD*
 - Presentation by Brian Fabien on a common first year curriculum proposal.
 - Common first-year curricula are common across peer engineering universities, including Michigan, Virginia Tech, Purdue, and UBC in Vancouver.
 - Proposal presented for a common set of courses for first-year students to take in order to be able to request placement to any major after the first year.
 - Curriculum includes ENGR 101, ENGL 131, MATH 124/125/126, CHEM 142, PHYS 121, and at least one other science course among: CHEM 152, CHEM 162, PHYS 122, PHYS 124, CSE 142, CSE 143, AMATH 301, CSE 160
 - Goal is to be able to place all students in one placement period after the first year to simplify the placement process and allow students to request placement in any major.
 - Brian will plan to present this curriculum proposal to department faculty in Autumn Quarter with a plan to have the curriculum approved by CEP for the cohort entering in Autumn 2021.
- **Adjourn**

Spring Quarter meetings: May 21, June 4



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May 7, 2019 - College of Engineering Council on Educational Policy Meeting, Course Applications

Course	Type	Submit Date	Title	Notes	CEP Status
HCDE 547	Modify	April 23 2019	Academic Research Seminar		APPROVED
HCDE 541	Modify	May 7 2019	Introduction to PhD Studies in HCDE		APPROVED
CSE 478	New	May 2 2019	Autonomous Robotics		APPROVED
EE 426	Modify	May 2 2019	Capstone Project in Synthetic Biology		APPROVED
EE 483	Modify	May 2 2019	Nanotechnology Design		APPROVED
CSE 492	New	May 2 2019	CSE Undergraduate Seminar	Discussion about this course model for a special topics seminar course	APPROVED