COUNCIL ON EDUCATIONAL POLICY
Meeting Minutes: November 19, 2019
3:30 PM, Loew 355

Members present: Jennifer Tsai (ISE Advisor); Andrew Davidson (HCDE); Valerie Daggett (BioE); Brian Fabien (Associate Dean, Academic Affairs); Jim Ricey (ECE), Mike Dodd (CEE); Zelda Zabinsky (ISE), Ting Cao (MSE), Uri Shumlak (AA); Sawyer Fuller (ME); Rene Overney (ChemE); Ruth Anderson (CSE); Mike Dodd (CEE);

Members absent: None

Guests: Mike Engh (COE), Virginia Vacchiery (COE), Shanai Lechtenberg (COE), Dianne Hendricks (HCDE), Sandra Maddox (MSE), Ken Yasuhara (ET&L)

Review of Minutes
• Oct 9 - APPROVED

Course Proposals (see below)

• See table below for new and modify course proposals
• Question about UW Tacoma proposals for new Mechanical Engineering program
  o New ME program includes courses similar or identical to those taught by COE departments at UW-Seattle
  o Point raised about issues with similar degree programs offered at each UW campus. There is little to no connection between faculty at different campuses to standardize curricula or programming. Some industry contacts have indicated that they prefer students with degrees from UW-Seattle, but student diplomas do not clearly distinguish which campus awarded the degree.
  o Concern was raised that different programs may compete for state funding that if we silo we will then end up competing for funding, especially at the state level
  o Question about what UW-Seattle faculty can influence in the course proposals
  o Suggestion to have a meeting with faculty committees at Bothell and Tacoma campuses to discuss these programs going forward

Programs

4. Old Business

5. New Business

• Request for CEP advisory seat for director of Center for Engineering Teaching & Learning (ET&L) - APPROVED
o Request is for the Director of ET&L to have a non-voting advisory member position on CEP, as allowed by CEP bylaws
o Current director is Ken Yasuhara
o Ken’s current role includes performing program assessments and faculty peer observation as well as general consultation on teaching and curriculum
o Purpose of request is to provide input on course proposals at approval level and supply context and information to CEP on curricular changes across the College is to help with input on curriculum

- ENGR 231 curriculum discussion – Dianne Hendricks, Director of Engineering Communication Program
  o Dianne presented on the Engineering Communication Program (ECP)
  o ECP is currently focusing on two core courses: ENGR 231 and ENGR 333
  o ENGR 231 teaches communication skills but also helps introduce students to CoE culture – Diversity, Equity & Inclusion, and Mental Health and Wellbeing
  o Goal is to have students feel that they can be good communicators because it is something you can learn to do
  o Feedback was provided from CEP members that students in their courses lack experience writing lab reports and other technical assignments. It was suggested that the course include instruction on this.

- Discussion on plan for admission to majors for Running Start students
  o Discussion led by Shanai Lechtenberg, Director of Advising and Student Engagement in COE
  o Most incoming freshman ENGRUD students brought college credit in their first quarter. Only 30 out of over 800 did not have any college credits at the start of Autumn 2019.
  o 75 students are coming in with 90 credits or more and effectively have junior status
  o These students are prepared to start the junior courses in a major when they enter UW. However, capacity constraints for departments do not allow us to be able to offer for these students to take junior courses. (The full enrolment capacity for most departments will be filled by the DTC cohort that will be starting their third year at UW.)
  o The PCC will be exploring options for his group of students. Their proposal will be presented to the SAE and CEP for approval.

6. Adjourn

Autumn Quarter meetings: December 3
### Nov. 19, 2019 - College of Engineering Council on Educational Policy Meeting, Course Applications

<table>
<thead>
<tr>
<th>Course</th>
<th>Type</th>
<th>Submit Date</th>
<th>Title</th>
<th>Notes</th>
<th>Subcomm. Status</th>
<th>CEP Status</th>
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</thead>
<tbody>
<tr>
<td>E E 535</td>
<td>New</td>
<td>Oct 11 2019</td>
<td>Applied Nanophotonics</td>
<td>Send back to address incomplete learning objectives, undergraduate course prerequisites, update first quarter</td>
<td>PENDING</td>
<td></td>
</tr>
<tr>
<td>CSE 369</td>
<td>Modify</td>
<td>Oct 15 2019</td>
<td>Intro to Digital Design</td>
<td>Recommend to approve</td>
<td>APPROVED</td>
<td></td>
</tr>
<tr>
<td>M E 539</td>
<td>Modify</td>
<td>Oct 21 2019</td>
<td>Renewable Energy I</td>
<td>Recommend to approve</td>
<td>APPROVED</td>
<td></td>
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<tr>
<td>M E 592</td>
<td>Modify</td>
<td>Oct 21 2019</td>
<td>Mechatronics Master’s Project</td>
<td>Ask for clarification on the reuse of the course number; might need to be</td>
<td>PENDING</td>
<td></td>
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- **E E 535**
  - **Type**: New
  - **Submit Date**: Oct 11 2019
  - **Title**: Applied Nanophotonics
  - **Notes**: Send back to address incomplete learning objectives, undergraduate course prerequisites, update first quarter
  - **Subcomm. Status**: PENDING
  - **CEP Status**: 

- **CSE 369**
  - **Type**: Modify
  - **Submit Date**: Oct 15 2019
  - **Title**: Intro to Digital Design
  - **Notes**: Recommend to approve
  - **Subcomm. Status**: APPROVED
  - **CEP Status**: 

- **M E 539**
  - **Type**: Modify
  - **Submit Date**: Oct 21 2019
  - **Title**: Renewable Energy I
  - **Notes**: Recommend to approve
  - **Subcomm. Status**: APPROVED
  - **CEP Status**: 

- **M E 592**
  - **Type**: Modify
  - **Submit Date**: Oct 21 2019
  - **Title**: Mechatronics Master’s Project
  - **Notes**: Ask for clarification on the reuse of the course number; might need to be
  - **Subcomm. Status**: PENDING
  - **CEP Status**: 

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<table>
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<tr>
<th>Course Code</th>
<th>Action</th>
<th>Date</th>
<th>Course Title</th>
<th>Recommendation</th>
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<tbody>
<tr>
<td>BIOEN 520</td>
<td>Modify</td>
<td>Oct 24</td>
<td>Musculoskeletal Biomechanics</td>
<td>Recommend to approve</td>
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<tr>
<td>MSE 398</td>
<td>New</td>
<td>Oct 25</td>
<td>MSE Leadership Seminar</td>
<td>Ask for clarification on the decision to use a 300-level course number when it is open to non-majors – answered by Sandra</td>
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<tr>
<td>CESI 525</td>
<td>Modify</td>
<td>Oct 30</td>
<td>Wind Turbine Analysis</td>
<td>Recommend to approve</td>
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<td>HCDE 533</td>
<td>New</td>
<td>Nov 19</td>
<td>Digital Fabrication</td>
<td>Send back to ask about 12 hours of non-instructional hours</td>
<td>PENDING</td>
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<tr>
<td>HCDE 515</td>
<td>New</td>
<td>Nov 19</td>
<td>Accessibility and Inclusive Design</td>
<td>Send back to ask for edits to syllabus: discussing grades</td>
<td>PENDING</td>
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<td></td>
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<td>over email, tracking attendance to grade participation</td>
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