



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 Ritcey (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 Vacchieri (COE), Shanai Lechtenberg (COE), Dianne Hendricks (HCDE), Sandra Maddox (MSE), Ken Yasuhara (ET&L)

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**Review of Minutes**

- *Oct 9- APPROVED*

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**Course Proposals (see below)**

- *See table below for new and modify course proposals*
- *Question about UW Tacoma proposals for new Mechanical Engineering program*
  - *New ME program includes courses similar or identical to those taught by COE departments at UW-Seattle*
  - *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.*
  - *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*
  - *Question about what UW-Seattle faculty can influence in the course proposals*
  - *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*

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- *Request is for the Director of ET&L to have a non-voting advisory member position on CEP, as allowed by CEP bylaws*
- *Current director is Ken Yasuhara*
- *Ken's current role includes performing program assessments and faculty peer observation as well as general consultation on teaching and curriculum*
- *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*
  - *Dianne presented on the Engineering Communication Program (ECP)*
  - *ECP is currently focusing on two core courses: ENGR 231 and ENGR 333*
  - *ENGR 231 teaches communication skills but also helps introduce students to CoE culture – Diversity, Equity & Inclusion, and Mental Health and Wellbeing*
  - *Goal is to have students feel that they can be good communicators because it is something you can learn to do*
  - *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*
  - *Discussion led by Shanai Lechtenberg, Director of Advising and Student Engagement in COE*
  - *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.*
  - *75 students are coming in with 90 credits or more and effectively have junior status*
  - *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.)*
  - *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*



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**Nov. 19, 2019 - College of Engineering Council on Educational Policy Meeting, Course Applications**

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



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				a new course proposal		
<a href="#">BIOEN 520</a>	Modify	Oct 24 2019	Musculoskeletal Biomechanics		Recommend to approve	APPROVED
<a href="#">MSE 398</a>	New	Oct 25 2019	MSE Leadership Seminar	Ask for clarification on the decision to use a 300-level course number when it is open to non-majors – answered by Sandra	Recommend to approve	APPROVED
<a href="#">CESI 525</a>	Modify	Oct 30 2019	Wind Turbine Analysis		Recommend to approve	APPROVED
<a href="#">HCDE 533</a>	New	Nov 19 2019	Digital Fabrication	Send back to ask about 12 hours of non-instructional hours		PENDING
<a href="#">HCDE 515</a>	New	Nov 19 2019	Accessibility and Inclusive Design	Send back to ask for edits to syllabus: discussing grades		PENDING



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				over email, tracking attendance to grade participation		
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