1. Approval of minutes from November 15, 2017

2. BS/MS update – LaTonia Stiner-Jones and Jamie Paulson

3. Course Change/Proposal Subcommittee – Paul Sivilotti

4. International Initiatives – Don Hempson
   - Go Engineering – Program changes
   - Go KNOW – New Program Proposal (KSA)

5. Subcommittee A – Mike Sumption
   Update on MECHENG Specialization?

6. Subcommittee B – Mark Ruegsegger

7. Proposed edits to COE Appendix A: Overview of College Committees

8. Academic Affairs – Dave Tomasko

Waiting for Godot (from last year)
   - NE 6751 – waiting for concurrence
   - CBE 4764 – waiting for new title and rewritten objectives

Spring 2018
Please update your Outlook Calendars with your other committee and teaching schedules, so I can find dates for spring meetings.
College of Engineering Committee on Academic Affairs
Meeting Minutes December 13

Meeting called to order at 9:05am by the committee chair, Carolyn Sommerich
A quorum was present.

Voting members:
AAE/ME Rebecca Dupaix
AVN Seth Young
BME Mark Ruegsegger
CBE Jeff Chalmers
CIV/ENVR Daniel Pradel
CSE Paul Sivilotti
ECE George Valco
EED Deb Grzybowski
ENG PHY Robert Perry
FABE not present Ann Christy
ISE Carolyn Sommerich (chair)
MSE Mike Sumption
WELD Dave Farson
Grad Rep not present Abduallah, Ramzi
UG Rep not present Chelsea Vretenar

Non-voting members:
Advisor Nikki Strader
KSA Maria Conroy
UESS Dave Tomasko, Associate Dean
UESS Rosie Quinzon-Bonello, Committee Secretary

Upcoming Events/Updates/Unresolved Business
- NE 6751 – waiting on concurrence
- CBE 4764 – waiting for new title and rewritten objectives

1. BS/MS update – Jamie Paulson and LaTonia Stiner Jones provided a summary of the past 3 years in addition to providing context for the creation of the program, which was established in January 2000. The program provides the opportunity for eligible students to pursue an advanced degree while still completing their undergraduate degree by allowing them to double count up to 12 credit hours of graduate level course work, usually in the form of technical electives.
   1.1. Maria Conroy noted that KSA was not represented in the data provided and made the comment that the combined degree program has not been very enticing; however, they are exploring a relationship with the John Glenn School of Public Policy.
   1.2. The comment was made that the 12-credit overlap is restrictive for students, and other programs outside of COE do not have limits.
1.3. Blaine Lilly made the comment that MAE has further restricted the overlap to 2 graduate level courses (effective Au17 onwards).

1.4. Dave Tomasko made the comment that KSA has autonomy and is not restricted by COE policy. They can go ahead and propose something different. CCAA serves only as a conduit for KSA for OAA/CAA.

1.5. Mark Ruegsegger asked if the tuition differential was a disincentive.

1.6. LaTonia Stiner-Jones responded yes.

1.7. Dave Tomasko commented that when a student is admitted to the BS/MS program, the undergraduate program fee is waived, and the student pays the graduate tuition rate.

1.8. LaTonia Stiner-Jones commented that in the past Mechanical Engineering covered the cost differential for BS/MS students, but it no longer does so, and most 2-year MS programs are not funded.

1.9. Jamie Paulson commented that for BS/MS students, UG awards can still apply until the BS is completed; however, many forms of UG financial aid have an 8 semester limit, and the amount of the award does not adjust.

1.10. Dave Tomasko commented that faculty advisors are not aware of the financial aid impact for these students. Sometimes students do not notice until they receive their fee statement.

1.11. Carolyn Sommerich asked if out of state students were affected, as well.

1.12. LaTonia Stiner-Jones commented that no engineering programs currently financially support BS/MS programs. The only program to do so in the past was Mechanical Engineering.

1.13. Carolyn Sommerich asked how many students were doing the thesis vs. non-thesis option.

1.14. Blaine Lilly commented that most students in MAE choose the non-thesis option.

1.15. Nikki Strader commented that the few students that are in the CSE combined BS/MS program are doing a course-based Masters degree.

1.16. Mike Sumption commented that in MSE, students primarily choose the thesis option. The program uses the combined program to recruit Ph.D. students.

1.17. Nikki Strader commented that in CSE interest is low because students are getting great job offers.

1.18. LaTonia-Stiner Jones and Jamie Paulson exited the meeting at 9:20.

2. Carolyn Sommerich made a motion to approve the minutes from Nov. 15.

2.1. Mark Ruegsegger seconded the motion and the floor was opened for discussion.

2.2. Maria Conroy requested minor changes to the minutes, which were noted by the committee secretary.

2.3. With no further discussion, Mark Ruegsegger moved to approve the minutes.

2.4. Daniel Pradel seconded the motion and a vote was taken – 11 in favor, 0 opposed, and 0 abstentions.

3. Paul Sivilotti, chair of the Course Proposal Subcommittee, moved to approve the following -

**New Course Proposals**

- Welding 4999 Undergraduate Research
- Chemical and Biomolecular Engineering 5710 Computational Catalysis

**Course Change Requests**

- Biomedical Engineering 5170 Mathematical Methods in Medical Imaging

3.1. Mark Ruegsegger commented that the BME course changes were related to title and description, which reflect the evolving concentration.
3.2. Dave Tomasko asked if the course was more restricted to BME students.
3.3. Mark Ruegsegger responded yes.
3.4. George Valco asked if the department was eliminating the physical part of the course.
3.5. Mark Ruegsegger responded that the change was to inform students about the math in the course. This was not apparent in the previous title.
3.6. Dave Tomasko asked if there was signal processing in the course.
3.7. Mark Ruegsegger responded yes.
3.8. George Valco commented that concurrence from ECE was needed, and that the course change approval be contingent upon receiving official concurrence from ECE.
3.9. Mark Ruegsegger informed the committee that he would seek concurrence from ECE.

First Time xx94 Request
- Civil Engineering 6194 Advanced Topics in Surveying for Smart Cities
3.10. Paul Sivilotti informed the committee that this course approval was urgent because Civil Engineering wanted to teach this course in the spring. The course is a DL offering in the MGEL program. Concurrence was received from CRP and ECE.
3.11. A motion to approve all course requests with the contingency for BME 5170 was made and seconded.
3.12. There being no additional discussion, a vote was taken – 11 in favor, 0 opposed, 0 abstentions.

4. Rebecca Dupaix arrived at 9:35am.

5. Don Hempson from International Initiatives presented recommended changes to the Foreign Language requirement in the Go Engineering Program (n.b. The recommendations were previously voted upon and approved by the College Committee on Core Curriculum, Teaching and Learning, which serves as the policy/course approval body for Go Engineering Program)
5.1. The committee was reminded that since the program was OIA approved/endorsed, changes do not need to go beyond college approval.
5.2. Proposed changes included streamlining the language regarding foreign language requirements in order to make it clearer. If students complete through a foreign language 1103 level, this will satisfy the Go Engineering language requirement.
5.3. Mark Ruegsegger asked if high school students come in with foreign language credit, so they can reach the 1103 level (which takes 3 semesters)
5.4. Don Hempson responded yes.
5.5. Nikki Strader made the comment that many students come in with AP language credit.
5.6. Don Hempson informed the committee the Go Engineering credit hour capstone project requirement was reduced from 6 to 3 credit hours, as several engineering programs have less than 6 credit hours of capstone in the curriculum.
5.7. Dave Tomasko reminded the committee that the Global Option program is a concept created by OIA, which is a non-degree granting unit. The program is more about shaping a degree. Students completing the program get a transcript designation, but it is not on the diploma.
5.8. Don Hempson commented that these changes would provide motivation for students to remain in the program. The program had been losing students because of their inability to satisfy FL requirements and capstone project credit hours. He will send the committee secretary the final version, and she will send it out to the departments.
5.9. A motion to approve the changes to the Go Engineering Program and support the KSA Go Know program was made by Robert Perry.
5.10. The motion was seconded. There being no additional discussion, a vote was taken – 12 approved, 0 opposed, 0 abstentions.

6. Mike Sumption, chair of Subcommittee A, informed the committee that he received a revised version of the ME Graduate Specialization in Automotive Systems and Mobility, but late. He would get it out to the subcommittee and requested that the proposal be tabled until the next meeting.

7. Mark Ruegsegger, the chair of Subcommittee B, informed the committee about the ME proposal for a Graduate Certificate Program in Mechanical Design and Simulation. This proposal was designed by Jamie Shah. It is not a soft skills program, but rather a hard skills program. It is not a degree program and typically is completed by 1 course a semester for up to 4 semesters. Industry people and graduate students can do this. Some courses are on-line. It is a 12-credit curriculum where students choose courses from two lists – Mechanical Design and Analysis and Simulation. Faculty will oversee the program, and most courses are already in the books. Additional resources will not be necessary. The subcommittee had comments and would send them back for improvements.

7.1. Dave Tomasko commented that since the proposal is for a graduate certificate, it would need to go through the Graduate Studies Committee. Comments need to be sent to Jeffrey Bons and cc to Rebecca Duplaix.

7.2. George Valco suggested that it might be better to do a face-to-face meeting.

7.3. Dave Tomasko agreed.

7.4. Mike Sumption exits at 10:00am

7.5. Dave suggested that comments should be sent specifically to Jeffrey Bons and Rebecca. In the meantime, the proposal will be tabled until the next meeting.

8. Seth Young asked why this committee dealt little with graduate programs and more with undergraduate programs.

8.1. Dave Tomasko responded that the vast majority of topics deal with undergraduate matters.

8.2. Seth Young commented that he has no feelings of exclusion. The question was out of curiosity.

8.3. Dave Tomasko commented that the Nuclear Engineering program is solely a graduate program but MAE covers for that.

8.4. Seth Young asked why there was no graduate student representation on this committee.

8.5. Dave Tomasko responded that there is a graduate student representative on this committee, but he was not present today.

8.6. Robert Perry commented that there is a lot of overlap between UG and G courses.

8.7. Jeffrey Chalmers commented that this committee does not confer graduate degree, but this committee certifies UG degrees.

9. Rosie Quinzon Bonello requested that the committee review a draft of the revised COE POA Appendix A1. The committee reviewed the document and suggested edits. Rosie Quinzon-Bonello will update the document and distribute a second draft for discussion during the next meeting.

10. Dave Tomasko updated the committee on the admission to major process redesign. A taskforce will be created to work on the project during spring semester. Committee members should look for announcements by the end of the year.

10.1. Models for the new General Education Program can be viewed at https://oaa.osu.edu/general-education-review#General-Education-Review. Incorporating these changes will be a challenge. COE is proving to be the most affected by these changes. Arts and Sciences will see a reduction of GE hours, but for COE we are looking at an increase of 9 credit hours.
10.2. During spring semester, addressing these challenges will be the task of the Core Committee. The goal is to submit some proposals to realign the curriculum. Randy Smith will allow a significant amount of double counting, but even doing this will not take us to where we want to be.

10.3. George Valco commented that this would steer students into specific areas at the expense of others.

10.4. Dave Tomasko commented that we will need to be creative, and we need to be fast. The GE review committee intends to submit a final report by the end of January; we need to get something in.

11. Dave Tomasko referred the committee to a handout on the Sustainable and Resilient Economy program coming out of the Discovery Themes. He did not have time to discuss the handout, but alerted the committee to expect a push for this program. He will address the topic at a future meeting.

12. A new major in applied engineering is being developed and will be offered primarily at the regional campuses. CCAA will help in this program development.

13. CESP (The Council on Enrollment and Student Progress of the University Senate) approved to remove the 18 credit hour limit for tuition purposes (i.e. additional fees will not be charged to UG students who enroll in more than 18 credit hours). CAA & Fiscal have approved this proposal, as well. It is expected that this will take effect starting Autumn Semester 2018. Students who enroll in 18, 19, or 20 credit hours will have to seek permission from their academic advisor. If students enroll in 21 credit hours or above, they will have to seek permission from faculty.

The meeting was adjourned at 10:35

**Future Meetings all in Hitchcock 426**
- Tuesday, January 23  9:30-11 am
- Tuesday, February 20, 9:30-11 am
- Tuesday, March 20  9:30-11 am
- Tuesday, April 24  9:30-11 am
- Tuesday, May 15*  9:30-11 am

*In addition to wrapping up final business, during this meeting the committee will vote on the recommendations approved by the ASAP Committee regarding department enrollment management plans for the 2019-2020.

**Course Proposal Subcommittee Meetings all in Dreese Lab 395N**
- Tuesday, January 16  9:30-10:30 am
- Tuesday, February 13  9:30-10:30 am
- Tuesday, March 6  9:30-10:30 am
- Tuesday, April 17  9:30-10:30 am
- March 12-16  Spring Break
- Monday, April 23  Last day of semester classes
- April 25-30  Finals
- Sunday, May 6  Graduation
- Thursday, May 10  ASAP meeting