College of Engineering Committee on Academic Affairs  
Meeting Minutes 26 April 2012

Attendance:
   AVN – Not present (Seth Young)
   BME – Derek Hansford
   CHE – Dave Tomasko (for Jeff Chalmers)
   CEG – (Civil, Environmental, Geomatics) – Not present (Hal Walker: Chair)
   CSE – Paul Sivilotti
   ECE – George Valco: Acting Chair
   ENG PHY – Not present (Richard Hughes)
   FAB – Ann Christy (for Gonul Kaletunc)
   ISE – Carolyn Sommerich
   MSE –
      MSE – Not present (John Morral)
      WLD – Dave Farson
   MAE –
      Aero – Jen Ping Chen
      ME – Blaine Lilly: ASAP Rep
   Graduate Student – Kevin Disotell (not present Sushma Santapuri)
   Undergraduate Student – Chelsea Setterlin (not present Dominic Labanowski)
   Secretary – Ed McCaul
   KSA – Holly Griffin (for Jane Murphy)
   Guests – None

1. The minutes from the 29 March 2012 meeting were approved as amended.

2. Dave Tomasko updated the committee on various academic issues.
   2.1. NCEES recent newsletter announced that they are changing how they administered their FE and PE Exams. He has sent this information to Carolyn Merry and Dan Mendelsohn but if anyone else wants it please let him know.
   2.2. Roberto Rojas is working on an exchange program with the University of Sao Paulo. It will be mainly at the undergraduate level and we will be able to put as many restrictions on it as we want. It is an opportunity for us to increase our international exposure.
   2.3. If anyone knows of anyone who has contacts at the University of Munich Dave would like to have their names.
   2.4. The college plans on increasing our number of students in the scholars program. It is a two year program and has been very successful. The idea is to decrease the number of students in honors while increasing the number of students in scholars. We will be hiring an additional undeclared advisor to work on this program. The question was asked as to whether these students need to be in engineering. The response was no.
   2.5. There will be an undergraduate research forum next week in the KSA Lobby. An e-mail will be sent out inviting everyone to attend.
2.6. When we switch to semesters there will be a new criteria for honors distinction as our criteria was approved by University Honors.

2.7. In Fiscal Year 2013 the amount of money available for honors research will be increasing from around $130,000 to $200,000.

2.8. At the recent ABET symposium Dave Tomasko had the opportunity to talk with the team chair and found out that he was very pleased with our responses but wants to make sure that any additional information is sent to him so that he will be able to make the strongest case possible for us.

3. Paul Sivilotti made a motion that AVN 3340.01, 3360.01, ChBE 5194, CSE 4689, ECE 3017, 3367, 3367.01, ENGR 1188, and FABE 2100 be approved. Ann Christy seconded the motion. The floor was opened for discussion.

3.1. The committee was informed that AVN 3340.01 and 3360.01 are both transition courses that will only be offered for one year. ChBE 5194 is a generic group studies course. CSE 4689 is a course that CSE and CIS students will take when they are on co-op as it will allow them to retain OSU student privileges. ECE 3017, 3367, 3367.01 are all withdraws. ECE 3017 is not going to be offered, and the material in ECE 3367 and 3367.01 have been replaced with ECE 3561, which was previously approved by CCAA. ENGR 1188 is a course that will be used by transfer students who have completed parts of 1181 and 1182. FABE 2100 is a survey type course and Chemical Engineering has already stated that they do not need to concur on it.

3.2. The comment was made that CSE will need to coordinate with Engineering Career Services with regard to collection of employer feedback for student outcome assessment purposes.

3.3. There being no further discussion a vote was taken: 10 approved, 0 opposed, and 0 abstentions. The motion passed.

4. George Valco informed the committee that he still needs to update the honors portion of the handbook and plans on having it ready for the committee prior to the end of this academic year.

5. Blaine Lilly made a motion that ECE’s ASAP policy be revised to include "If a student has credit for Chemistry 1210, which excludes them from taking Chemistry 1250, Chemistry 1220 will be required to complete the ECE chemistry requirement. Chemistry 1210 is not included in the EGPA calculation. If both Chemistry 1220 and 1250 are taken, both are included in the EGPA calculation." Ann Christy seconded the motion. The floor was opened for discussion.

5.1. The committee was informed that it was decided to bring this change directly to CCAA rather than go through the ASAP subcommittee first as the change was very minor.

5.2. There being no further discussion a vote was taken: 10 approved, 0 opposed, and 0 abstentions. The motion passed.
6. The committee was informed that the Core Committee will be considering the college’s Math requirement for students who have credit for Math 1152 instead of Math 1172 at its upcoming meeting.

7. The committee was asked as to how many programs were turning students away due to lack of space for them. It was determined that ISE, BME, ME, and CSE have been turning students away, ECE is about to, and that Aero is very close to doing so. However, other programs such as Welding, MSE, and FABE have plenty of spaces available. Dave Tomasko stated that he plans on going to one of the advisors’ meetings to discuss this issue with them and to encourage them to get their students to apply to majors that are not filled up. Dave also stated that an Enrollment Management Group is discussing this issue and should be issuing a report to the dean sometime this quarter. The report may include a new standard for admitting students to the college.

8. The meeting was adjourned at 3:16.