College of Engineering Committee on Academic Affairs  
Meeting Minutes 17 March 2014

Attendance:
Aero – Carl Hartsfield  
AVN – Not present (Seth Young)  
BME – Mark Ruegsegger (for Derek Hansford)  
CHE – Jeff Chalmers - Chair  
CIV – Not present (Frank Croft)  
CSE – Not present (Ken Supowit)  
ECE – George Valco  
ENG PHY – Not present (Richard Hughes)  
ENV – Not present (John Lenhart)  
FAB – Ann Christy  
ISE – Carolyn Sommerich  
MSE – Mike Sumption  
ME – Blaine Lilly: ASAP Rep  
WLD – Not present (Dave Farson)  
Graduate Student – not present (Sadia Nasrin & Aveek Mukhopadhyay)  
Undergraduate Student – Rachel Warren & Kareem Rasul  

Non Voting:
Associate Dean for Undergraduate Education – Dave Tomasko  
KSA – Holly Griffin (for Jane Murphy)  
Committee Secretary – Ed McCaul  

Guests – Nikki Strader

1. The minutes from the 10 February 2014 meeting were approved as corrected.

2. George Valco updated the committee on the university’s minor policy.  
   2.1. The final version of the university’s minor policy has not been published.  
   2.2. Blaine Lilly stated that the draft version we have can be considered the final version.  
   2.3. The comment was made that some of our minors will need to request exceptions as they do not meet the guidelines. The minors that will need an exception are:  
      2.3.1. Surveying as it requires 19 hours, but it is regulated by the State Board.  
      2.3.2. EEIC’s Engineering Sciences Minor as it requires some 1000 level courses.  
      2.3.3. The Computational Science Minor as CSE students are allowed to take it, but some of the courses in the minor are required in the CSE major.  
   2.4. The comment was made that all minors will need to be resubmitted to CAA for its approval by 2015.

3. George Valco informed the committee that he had nothing to report on the requested revision to our GEC/GE Policy for Q2S Transition Students, as the subcommittee just received the assignment.  
   3.1. The committee was informed that the issue is that under the quarter system all Engineering students were required to take seven (35 hours) liberal arts general
education courses, with the exception of those in CSE who were required to take 40 hours. But under semesters, any student who is accepted into the College of Engineering prior to the start of semesters (Summer 2012) will only be required to take seven GEC liberal arts courses using the same distribution as in the quarter system. This will be in effect until the Summer of 2017 at which time those students will be required to meet the new semester General Education liberal arts requirements. The proposed change to the policy is that "Any student who was accepted and attended The Ohio State University prior to the start of semesters (Summer 2012) will only be required to take seven GEC liberal arts courses using the same distribution as in the quarter system. This will be in effect for students who transfer to the College of Engineering prior to the Summer of 2017 at which time those students will be required to meet the new semester General Education liberal arts requirements." The question is whether the college should stay with the date of admission to the college or change to the date of admission to the university.

4. Blaine Lilly informed the committee that he had nothing to report on the requested revision to our Foreign Language Substitution, as the subcommittee just received the assignment.
   4.1. The committee was informed that the issue is why students are not allowed to use K credit or EM credit in a foreign language to receive GE credit in Engineering for Culture and Ideas. Our policy as approved by the university states: “These substitutions are permitted when the credit is earned through successful completion of the course at OSU. Credit earned at another institution (K credit), or credit by examination (EM credit) is not applicable.”

5. Carolyn Sommerich presented the Course Proposal Subcommittee’s recommendations.
   5.1. Carolyn made a motion that the new course request for ENGR 5797.12, Exploring Culture and Engineering in India, be approved. Mark Ruegsegger seconded the motion. The floor was opened for discussion.
   5.1.1. The committee was informed that this course was originally submitted as a service learning course, but the course is mainly a tour of India as only a small portion of the course deals with service learning. Lisa Abrams, the course instructor, agreed to change the title and drop the service learning designation.
   5.1.2. The question was asked as whether the course was a May term course. The response was yes.
   5.1.3. The question was asked as to whether the course was associated with Humanitarian Engineering. The response was slightly, as about 10-20% of it deals with service learning.
   5.1.4. The question was asked as to how our study abroad course numbers are organized. The response was that 5797.01 to .10 are the generic versions while 5797.11 and higher are for specific study abroad courses. The same is true for our 2797 courses.
   5.1.5. There being no further discussion a vote was taken: 10 approved, 0 opposed, and 0 abstentions. The motion passed.
   5.2. Carolyn made a motion that the course change requests for Aviation 2000, 2101, 2102, 2501, 3101, 4101, 4301, 5101, and 4500 be approved. Blaine Lilly seconded the motion. The floor was opened for discussion.
5.2.1. The committee was informed that all of the changes are minor such as adding Mansfield campus, adding that a student must be an Aviation major, or adding the requirement of having a cumulative GPA of 2.0.

5.2.2. The question was asked as to why there should be a GPA requirement. The response was that other courses have such a requirement as it makes sure that students are ready to take the course.

5.2.3. The question was asked as to whether having a 2.0 GPA was an enforceable prerequisite. The response was yes.

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

5.3. Carolyn made a motion that the course change request for Civil 6431 be approved. Blaine Lilly seconded the motion. The floor was opened for discussion.

5.3.1. The committee was informed that the course number is being changed from 6431 to 5431 and that the prerequisites are being changed so that undergraduates can more easily take it.

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

5.4. Carolyn made a motion that the course change requests for CSE 2221, 2421, 5242, 5243, and 5544 be approved. Ann Christy seconded the motion. The floor was opened for discussion.

5.4.1. The committee was informed that most of the changes were minor and that 5243 and 5544 are being changed so that students in the new data analytics major could take them.

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

5.5. Carolyn made a motion that the course change requests for ECE 2017, 3020, 4007, 4207, 4900H, 4901, 5832, and 5833 be approved. George Valco seconded the motion. The floor was opened for discussion.

5.5.1. The committee was informed that for 2017, 3020, and 5833 the prerequisites are being changed; for 4007 and 4207 the course numbers are being changed to 5007 and 5207 so that graduate students in ECE can take them for credit; for 4900H and 4901 ENGR 4903 is being added to the exclusions; and for 5832 the title is being changed to better reflect the content.

5.5.2. The question was asked as to why it was necessary to add “or grad standing in engineering or physical sciences” to the prerequisites of 5833. The response that this makes it easier for graduate students who did not graduate from ECE at OSU to take the course.

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

5.6. Carolyn made a motion that the course change request for ISE 5760 be approved. Derek Hansford seconded the motion. The floor was opened for discussion.

5.6.1. The committee was informed that the course is being changed so that students in data analytics will be able to easily take it.

5.6.2. There being no further discussion a vote was taken: 10 approved, 0 opposed, and 0 abstentions. The motion passed.
5.7. Carolyn made a motion that the course change request for MSE 5572 be approved. Ann Christy seconded the motion. The floor was opened for discussion.
5.7.1. The committee was informed that MSE is just correcting the prerequisites for this course.
5.7.2. There being no further discussion a vote was taken: 10 approved, 0 opposed, and 0 abstentions. The motion passed.
5.8. Carolyn made a motion that the course change requests for ME 7440, NE 5606, NE 6725, NE 6726, NE 7865M WE 4115, and WE 7115 be approved. Blaine Lilly seconded the motion. The floor was opened for discussion.
5.8.1. The committee was informed that the credit hours for ME 7440 are going from two to three and that it is an elective; the changes to all of the nuclear courses are very minor; and that the credit hours for both NE 4115 and NE 7115 are going from two to three, that the titles are being made more descriptive, and that both courses are electives.
5.8.2. The question was asked as to whether the content topic list was updated for the two welding courses as the original titles were Special Topics in Welding Engineering. The response was that the original content topic lists for both courses were very specific and not written as if the courses were to be true special topics courses.
5.8.3. There being no further discussion a vote was taken: 10 approved, 0 opposed, and 0 abstentions. The motion passed.

6. Carolyn Sommerich informed the committee that there has been an ongoing discussion about whether to update the college’s syllabus tool. There are linkage issues between our system and the university’s and the idea is to eliminate these issues.
6.1. Dave Tomasko stated that the college would be willing to pay for Shaun Rowland’s time for doing the needed revisions.
6.2. It was decided that a subgroup of faculty, that are involved in curriculum, should be involved in this endeavor. Members were asked to have names of anyone who would be interested on working on this project at the next meeting.

7. Dave Tomasko updated the committee on various items.
7.1. Rick Miller, President of Olin College, will be giving a talk on Wednesday the 2nd of April at 2:00 in Scott E100. Miller is the founder and first president of Olin and is a nationally known for his expertise on engineering education. Everyone is encouraged to attend the talk.
7.1.1. The question was asked as to why he was coming to give the talk. The response was that he was invited by the dean based on a recommendation by Bill Marras who heard him give a talk.
7.2. Martin Feinberg, from Chemical Engineering, and Rob Siston, from Mechanical Engineering, received the university’s 2014 Alumni Award for Distinguished Teaching.
7.3. To date the university has received 42,000 applications for next year. Engineering has received 2000 more applicants this year than last, but we are expecting to admit 100 fewer students than last year. Currently, we have accepted over 3000 students and, normally, we have a yield of about 50%. Many more students are applying for engineering than we can accept and, while they are being admitted to the university,
the ones we do not accept are being accepted into Science and Technology Exploration. If they are successful at OSU they can apply to transfer to engineering, but we are not allowing students to randomly change their major to engineering during orientation. Our number of honor students should stay around 500, but we are expecting an overall decrease in diversity.

7.3.1. The question was asked as to how OSU is planning for the coming demographic shift. The response was by accepting more out of state students. It is doubtful that our percentage of international students will increase so, we will need to start recruiting more out of state students.

7.4. Tom Curly at Fisher is developing an energy centric MBA centered on traditional fuels. He is looking for partners in engineering. The committee was asked as to whether anyone would be interested or know of someone who would be. Mike Sumption stated that he would be interested in being one of the partners.

7.5. SIS will be having a major update starting Memorial Day weekend for at least a week. The update will include both the fiscal and academic parts of SIS. Carmen will be available but data will not be transferred between Carmen and SIS. Carmen will be down for an update during the spring grading time period. So, anyone using Carmen for maintaining their grades will need to download their grade spreadsheet prior to this.

7.6. The evaluation of EEIC has been completed and the report should be out next month. There were four external evaluators and four internal evaluators.

7.7. The Engineering and Architecture annual undergraduate research forum will be held this Friday afternoon at 4:00 with 42 students competing. Judges are still needed. This is a pre-Denman competition.

7.8. The Board of Regents has published two reports dealing with advanced placement and prior learning assessment. Both reports are important in that they help justify the board’s new transfer and AP policies. The request was made that the committee secretary send the reports to all members.

8. The meeting was adjourned at 11:03.