College of Engineering Committee on Academic Affairs
Meeting Minutes February 24, 2017

Meeting called to order at 1:30 pm by committee chair, John Lenhart
A quorum was present

Voting members:

AVN Not present - Seth Young
BME Mark Ruegsegger
CBE Jeff Chalmers
CIV Not present - Fabian Tan
CSE Paul Sivilotti
ECE not present George Valco / Betty Lise Anderson
EED not present Deborah Grzybowski
ENG PHY Robert Perry
ENV John Lenhart
FABE Ann Christy
ISE Carolyn Sommerich
ME / AAE not present - Rebecca Dupaix
MSE not present Mike Sumption
WELD Dave Farson
Grad Rep not present Alaine Wetli / Sheena Marston
UG Rep Chelsea Vretenar

Non-voting members:

Advisor Nikki Strader
COE Dave Tomasko, Associate Dean
COE Rosie Quinzon-Bonello, Committee Secretary
KSA not present Jane Murphy

1. Motion made to approve meeting minutes from January 27. Motion seconded and the floor opened to discussion. There was no further discussion and a vote was taken – 9 approved, 0 opposed, and 0 abstentions.

2. Paul Sivilotti moved to approve the proposal to change MECHENG 2850 (Numerical Methods) to MECHENG 2850.01 and to create MECHENG 2850.02 as a designated section for ISE students. The motion was seconded and the floor opened to discussion.
   2.1. The number change and creation of an ISE major specific section were proposed for mainly enrollment management purposes. ISE students already enrolled in a separate section. An approval would just formalize the arrangement.
   2.2. Carolyn Sommerich asked whether or not the phrase “or equivalent” needed to be stated in prerequisites strings, as it was not enforceable. It was her understanding that when “or equivalent” was stated, the Registrar’s Office did not enforce any of the prerequisites.
2.3. The committee secretary would inquire with the Registrar’s Office and report back at the next meeting.

2.4. With no further discussion, a motion was made to approve the course change to MECHENG 2850.01 and the creation of MECHENG 2850.02. The motion was seconded and a vote taken – 9 approved, 0 opposed, and 0 abstentions.

3. Paul Sivilotti made a motion to approve course changes to CSE 3321 Automata Form Language and CSE 2112 Modeling and Problem Solving with Spreadsheets and Databases for Engineers. The motion was seconded and the floor opened to discussion.

3.1. The change to CSE 3321 entailed adjusting prerequisites to be clearer.

3.2. The prerequisite changes to CSE 2112 removed the following CSE courses: 1211 (Computational Thinking in Context: Images Animation, and Games), 1212 (Computational Thinking in Context: Mobile Applications), and CSE 1221 (Intro to Computer Programming in Matlab). The change reflected actual CSE courses required i.e. 1222 (Intro to Computer Programming in C++), and 1223 (Intro to Computer Programming in Java).

4. The question was asked how long courses would carry the three digit numbers on prerequisites.

4.1. The comment was made that there were still a number of enrolled students who started under quarters.

4.2. The committee secretary would follow up with Jack Minor and report back during the next meeting.

4.3. With no further discussion, a vote was taken: 9 approved, 0 opposed, and 0 abstentions.

5. Paul Sivilotti moved to approve the exclusion addition to ENGR 1181.0x Fundamental of Engineering I. The motion was seconded and the floor opened to discussion.

5.1. The exclusion _not open to students with credit ENG 183.01 or .02 or 1182, 1282, or 1186, 1187 or 1188_ was added to prevent students from repeating ENGR 1181. Students were going back to repeat ENGR 1181 in order to boost their EPHR.

5.2. Dave Tomasko made the comment that such a change reflected the impact of course forgiveness. Other colleges and departments were thinking about the same types of exclusions.

5.3. With no further discussion a vote was taken - 9 approved, 0 opposed, and 0 abstentions.

6. Paul Sivilotti moved to approve the title change of – MECHENG 7384 Energy Modeling, Simulations, optimization and Control of Advanced Vehicles to Energy Modeling, Optimization and Control of Hybrid Vehicles and to update the course prerequisites. The motion was seconded, and the floor opened to discussion.

6.1. The original course title included the term “Hybrid Vehicles”. The instructor wanted the title to reflect more accurately, the content of the course. The prerequisites string included a course that did not exist.

6.2. With no further discussion, a vote was taken - 9 approved, 0 opposed, and 0 abstentions.

7. Paul Sivilotti moved to approve two Aviation 3194 courses - Aircraft Dispatch Fundamentals and Diversity in Aviation.

7.1. Offering Aircraft Dispatch Fundamentals was the first step in creating an FAA certification course.

7.2. Diversity in Aviation received concurrence from the History Department, but it was not offered as a GE course. AVN Diversity and inclusion in AVN- Historical overview – This was not a GE –

7.3. With no further discussion, a vote was taken 9 approved, 0 opposed, and 0 abstentions.
8. As an FYI the secretary informed the committee that she approved CSE 4194 *Data Management in the Cloud*, which was being offered a second time.

9. Report from Subcommittee A – Jeff Chalmers had nothing to report

10. Report from Subcommittee B - Mark Ruegsegger asked if anyone had feedback regarding the proposed CCAA governance guidelines.

10.1. Dave Tomasko commented that the approved guidelines needed to be inserted in the CCAA handbook. Jeff Chalmers commented that it should be a living document.

10.2. A motion to approve the proposed CCAA governance guidelines was made and seconded, and the floor opened to discussion. There was no further discussion and a vote was taken – 9 approved, 0 opposed, and 0 abstentions

11. Dave Tomasko informed the committee that the March 24th Core Committee meeting would be dedicated to the GE review. Representative from the GE review taskforce would be presenting. Carlos Castro, the COE representative, would also attend. CCAA member were encouraged to attend.

12. The committee was informed about discussions concerning the lack of commonality among EPHR requirements among programs. Although students could apply to more than one major, most students applied only to one. Students denied to their desired major did not have a backup, and they were being pushed into untenable positions. We had to control numbers, but discussions were needed to address admission to major issues. As with the GE review, COE needed to start from scratch.

The meeting was adjourned at 11:45am.