College of Engineering Committee on Academic Affairs
Meeting Minutes October 23, 2018

A quorum was present

Voting members:
AAE/ME        Blaine Lilly
AVN           not present - Shannon Morrison
BME           Mark Ruegsegger
CBE           Jeff Chalmers
CIV           not present – Michael Hagenberger
CSE           Paul Sivilotti
ECE           George Valco
EED           Deb Grzybowski
ENG PHY       Robert Perry
ENVR          John Lenhart
FABE          not present - Ann Christy
ISE           Carolyn Sommerich (chair)
MSE           Mike Sumption
WELD          David Phillips
Grad Rep      Varun
UG Rep        Jacqueline Moss
Advisor Rep   Nikki Strader

Non-voting members:
KSA            Jane Murphy
UESS           Dave Tomasko, associate dean
UESS           Rosie Quinzon-Bonello, committee secretary

Guests
PDEP           Bob Mick
MSE            Mark Cooper
1. Approval of minutes from September 11, 2018
2. Course Change/Proposal Subcommittee – Paul Sivilotti
3. Subcommittee A – Jeff Chalmers
4. Subcommittee B – John Lenhart
   - Update on proposed curriculum changes to the graduate programs in Welding Engineering.
6. Update on curriculum project in Workday – Valco
7. Adjourn

Items in queue:

New degree: BS Engineering Technology – Manufacturing Engineering Technology
Uniform admission to major process

A cloudburst of material possessions – Leonardo da Vinci
A quorum was present

1. A motion was made to approve the September 22 meeting minutes.
   1.1. The motion was seconded, and the floor opened for discussion.
   1.2. There was no further discussion, and a vote was taken – 14 approved, 0 opposed, 0 abstentions.

**Course Proposal Subcommittee – Paul Sivilotti, chair**

**New Course Proposals**

2. Paul Sivilotti made a motion to approve the following new course proposals:
   2.1. The motion was seconded and the floor opened for discussion
   - CBE 5230 *Petroleum Drilling and Production Engineering*
     There were no additional comments.
   - CSE 5889 *Intermediate Studies in Multidisciplinary Computing*
   2.2. Topics would vary and be decided upon by the CSE associate chair and curriculum committee chair.
   - FABE 2210S *Engineering for Community Development in Ohio*
   2.3. Carolyn Sommerich asked if there was a list of examples of the types of projects.
   2.4. Paul Sivilotti commented that the topics do not go into depth, but the course is more about the exposure to community development, service learning experiences, and soft skills.
   2.5. George Valco commented that the course seemed appropriate for the level
   2.6. Blaine Lilly asked who was the intended audience and commented that there was no hard engineering content to the course. Since it was a 2000 level course, it could not be used as a technical elective.
   2.7. Carolyn Sommerich asked where it would fit into the curriculum.
   2.8. Given the questions, the committee felt that the course should be tabled until the next meeting.
   - MATSCEN 5571.71 Electroceramic I: Electronic and Ionic Conductors
   - MATSCEN 5571.72 Electroceramic II: Dielectric, Magnetic, and Optical Ceramics
   2.9. David Phillips informed the committee that the two MATSCEN courses proposed are currently combined into one.
   2.10. Blaine Lilly asked if there was overlap with ECE.
   2.11. George Valco commented that there was enough of a difference so as not to request concurrence.
   2.12. Paul Sivilotti motioned to withdraw the original motion to approve all proposed new courses. The motion was seconded, and unanimously approved.
   2.13. Paul Sivilotti motioned to approve CBE 5230, CSE 5889, MATSCEN 5571.71 and 5571.72 and table FABE 2210S until the December meeting.
   2.14. The motion was seconded. There was no further discussion, and a vote taken - 14 approved, 0 opposed, 0 abstentions.

**Course Change Requests**

3. Paul Sivilotti motioned to approve all course change requests.
   3.1. George Valco seconded the motion, and the floor opened for discussion.
   - AERO 6645 – *Introduction to Structural Dynamics and Aeroelasticity of Aerospace Vehicles*
   - ECE 3020 – *Introduction to Electronics*
   - ENGR 5850S – *Translating Engineering Research to K-8 (TEK 9)*
   3.2. There was no further discussion, and a vote was taken - Vote taken – 14 approved, 0 opposed, 0 abstentions.
First Time Group Studies Courses
4. Paul Sivilotti moved to approve all first time Groups Studies offerings
   4.1. Mark Ruegsegger seconded the motion, and the floor opened for discussion.
   • ECE 5194.14 – *Semiconductor Material and Device Characterization* - no additional comments
   • CIV 4194 – *Project Management*
   • ENGR 6194 – *Mixed Methods Research.*
4.2. Comments were made that the titles for CIV 4194 and ENGR 6194 were too broad and needed to be changed.
4.3. Paul Sivilotti withdrew the original motion. The motion was seconded, and approved unanimously.
4.4. Paul Sivilotti moved to approve CIV 9194 ENGR 6194 contingent upon title changes and to approve ECE 5194.14.
4.5. The motion was seconded.
4.6. There was no further discussion, and a vote was taken - 14 approved, 0 opposed, 0 abstentions.

Course Withdrawals
5. Paul Sivilotti moved to approve the motion to withdraw ECE 5137 *Photonics Lab*.
5.1. The motion was seconded, and the floor opened for discussion.
5.2. George Valco confirmed the reasons for withdrawing the course – too low enrollment to justify the resources required. There was no further discussion, and a vote taken - 14 approved, 0 opposed, 0 abstentions.

Subcommittee A – Jeff Chalmers, chair - Nothing to report.
Subcommittee B – John Lenhart, chair
6. John Lenhart provided a summary of the changes to the Welding Engineering MS and Ph.D. programs.
6.1. There were no major issues to report, and everything seemed consistent; however, the question was asked if other graduate programs required graduate students to serve as instructional assistant.
6.2. David Phillips commented that these changes would better align the WELD graduate program with the MSE graduate program.
6.3. Jeff Chalmers commented that CBE has a similar set up with instructional assistants.
6.4. Robert Perry commented that the experience and training are aimed at developing communication skills.
6.5. Blaine Lilly commented that it is not much different from what Education has been doing.
6.6. Carolyn Sommerich asked how easy/difficult would it be for students to publish during their course of study. Publication usually occurs after research is completed.
6.7. Mike Sumption commented that in MSE it is vital that their students publish at least 3 papers before completing their degree. This is typical. Requiring a presentation is also possible.
6.8. Mark Ruegsegger commented that if a student has to do these things, there has to be added value.
6.9. David Phillips commented that the number of research credit hours would be reduced.
6.10. Robert Perry made the comment that the changes are credit neutral.
6.11. Mike Sumption commented that these things are important to their training.
6.12. Carolyn Sommerich commented that there are no major objections, but the proposal had to be cleaned up – e.g. more consistency in program descriptions between the two programs where
needed, the number of people on the candidacy committee, and clarification on 7000-level course specifics.

6.13. Mark Green, the WELD Grad coordinator, will send the amended proposal to the committee secretary.

6.14. There was no additional discussion.

6.15. Carolyn Sommerich made motion to approve the curriculum change proposal to the Welding Engineering graduate programs contingent upon the suggested edits, which were made by the committee.

6.16. Paul Sivilotti seconded the motion, and a vote was taken - 14 approved, 0 opposed, 0 abstentions.

**Master of Engineering Management Proposal – Bob Mick**

7. Bob Mick returned to the committee to present the edits requested by the committee.

7.1. Mark Ruegsegger requested that the program structure be clarified, and Bob Mick obliged.

7.2. Carolyn Sommerich asked if there was a back up to the one person responsible for the capstone course.

7.3. Bob Mick commented that there would be faculty available.

7.4. Paul Sivilotti asked what was considered a successful number for program size. The numbers stated in the proposal indicate 10-20 but could up to 50.

7.5. Bob Mick commented that the demand already exists. Existing courses will get greater use. Ideally, in the budget model the program would have 50 students. They are looking at 50-100 in MGEL and MEM combined. If enrollment in the new program reaches 45, they will be happy. MGEL has graduated 10 students. These are part-time students i.e. working professionals.

7.6. Mark Ruegsegger commented on the apparent lack of ENGR required courses and asked if there was a standard.

7.7. Bob Mick commented that the program is weighted more toward engineering, and that there is a limit on Public Affairs courses. The program is aimed at practicing engineers, and they have looked at benchmark institutions.

7.8. There was no additional discussion and a vote was taken - 14 approved, 0 opposed, 0 abstentions.

8. George Valco provided the committee with a Workday Curriculum update. He sent several detailed emails to the Workday committee with concerns that arose from a meeting that provided a high-level demonstration of a possible replacement for curriculum.osu.edu. There are major concerns about its ability to meet our needs.

The meeting was adjourned at 4:30pm

Next meeting of the semester.
Tuesday, December 11
3-4:30pm
426 Hitchcock Hall