1. Called to order at 10:39 A.M.
2. The Minutes from the 15 January 2003 meeting were approved as written.
3. Bruce Weide presented the Course Proposal Subcommittee’s recommendations to the Committee.
   3.1. The request to make ENG 367 a GEC course in the Social Diversity in the United States category was recommended to be approved by the subcommittee. The request will still need to be approved by the Arts & Science’s GEC Committee. A motion was made by Bruce Weide to approve the request. Jeff Chalmers seconded the motion. A vote was taken: 7 approved, 0 opposed, and 0 abstentions.
   3.2. The course change request for ME 820, the course withdrawal request for CE 402, and the new course request for CIS 502 were recommended to be approved by the subcommittee. A motion was made by Bruce Weide to approve the requests. Rob Wagoner seconded the motion. A vote was taken: 7 approved, 0 opposed, and 0 abstentions.
4. The committee secretary informed the committee that Bob Scherrer would be late to the meeting and that he had told the secretary that the Curriculum Subcommittee was recommending approval for the Graduation with Honors in Engineering Proposal. As Bob Scherrer was not present at the time, Bob Gustafson presented the Graduation with Honors in Engineering Proposal. The committee was informed that it has taken the Honors Committee about one year to develop this proposal and that it is a new opportunity for the college. Having Graduation with Honors will require some extra effort from the college and the Honors Committee but that the extra work should be easily handled.
   4.1. The question was raised as to how the various additions to a diploma are broken down. The committee was informed that Latin Letters are given by the University, the departments give Distinguished designation, and, if approved, the college will give the Honors designation.
   4.2. The question was asked as to how graduate level courses will be used for the Honors designation. The committee was informed that graduate level courses are considered to be the equivalent of honors courses but that only graduate level courses used toward an undergraduate degree should count.
   4.3. The question was raised as to whether a full faculty vote is needed on this proposal. The committee was informed that a full faculty vote was not needed as CCAA is the committee that oversees Engineering Degrees and thus it is well within the purview of the committee to approve or disapprove this proposal.
   4.4. The question was raised as to the representation on the Honors Committee. The committee was informed that every program has a representative to the Honors Committee.
   4.5. A comment was made that it appeared that the program would be a real morass to administer. Bob Gustafson responded that it is a lot simpler than most of the other Graduation with Honors programs and that the college is prepared to do the extra work.
   4.6. The question was raised as to how urgent it was to approve this proposal and that it may be better to wait until everyone has had the opportunity to fully read the proposal and the committee has had the chance to find any potential problems. The committee was informed that the Curriculum Subcommittee has looked the proposal over and has recommended that it be approved. Also, the program is not set in
that changes can be made in it by the College’s Honors Committee as needed.

5. Jeff Chalmers made a motion that the Graduation with Honors in Engineering Proposal be approved with the understanding that it can be fine turned at the college level and that the chair of the Honors Committee report to CCAA on the program next winter. Bruce Weide seconded the proposal. A vote was taken: 7 approved, 0 opposed, and 0 abstentions.

6. Jerry Chubb not being present, Rama Yedavalli updated the committee on the status of Aviation and Aero. While the Aviation Task Force has already sent their report to the dean the Aero Task Force has not but will have it to the dean by the end of the month. The dean has charged both task forces to develop options on what should be done with the Aerospace Engineering and Aviation Department. More information will be available next month but at this time no one knows what will happen.

7. The chair polled the committee on their thoughts about sending a letter to Dean Fred Sanfilippo asking him to assign a liaison from the College of Medicine to this committee. The chair is interested in being proactive in developing a good line of communication between engineering and medicine. The committee was very receptive to the idea. Jeff stated that he would draft a letter and circulate it to the committee for comments prior to sending it. The question was raised as to whether the letter should come from Dean Williams or CCAA. The consensus was that it should come from CCAA but that Dean Williams should be copied.

8. The committee was informed that a request for a departmental name change from CIS and an Academic Standards Policy from Aerospace have been received. Both of these items have been given to the Curriculum Subcommittee for review. The question was raised as to why the name change request from CIS did not come directly to the full committee as the issue has already been extensively discussed. The response was that the subcommittee needs to check the request to ensure that it is complete and ready to be forwarded to CAA prior to coming to the full committee. The full committee should not have to deal with format issue but rather concentrate on policy issues.

9. There being no further business the meeting was adjourned.

Attendance:
AA –
Aero – R. Yedavalli
AVN – Not present
BME – Not present
CHE – J. Chalmers (Chair)
CEGS –
CIV – Not present
EGR – Not present
GSS – Not present
CIS – B. Weide
EE – C. Klein
ENG PHY – R. Scherrer
FAB – R. Gustafson
IWSE –
ISE – J. Castro
WLD – C. Albright
MSE – R. Wagoner
ME – Not present
Graduate Student – Not present
Undergraduate Student – Not present
Secretary – E. McCaul

Guests – P. Hussen, C. Patterson

C: College Faculty
CCAA File