Approved Minutes - March 12, 2003

COLLEGE OF ENGINEERING COMMITTEE ON ACADEMIC AFFAIRS
Meeting Minutes Wednesday 12 March 2003

1. The Minutes from the 19 February 2003 meeting were approved as written.
2. The committee was informed that Biomedical has decided to do some more work on the revisions to their minor and will present the revisions to the committee in April.
3. The secretary reminded all members about the need to let him know when they would not be available for committee meetings during the spring quarter. The secretary was asked to send a reminder out to those committee members who have not yet provided the necessary information.
4. Bruce Weide presented the Course Proposal Subcommittee’s recommendations to the Committee.
   4.1. The course change requests for EE 682 and EE 683, and the new course request for EE H683 were recommended to be approved by the subcommittee. A motion was made by Bruce Weide to approve the requests. Ryan Clark seconded the motion. A vote was taken: 9 approved, 0 opposed, and 0 abstentions.
5. The committee was informed that the Curriculum Proposal Subcommittee was recommending that the Academic Standards Policy proposal from Aerospace Engineering be approved. The question was raised as to why this policy was needed at this time. The committee was informed that while other programs have such policies Aerospace did not. This policy has been seen and approved by the Academic Standards and Progress Committee. A motion was made by Jeff Chalmers to approve the proposal. Rama Yedavalli seconded the motion. A vote was taken: 9 approved, 0 opposed, and 0 abstentions.
6. The committee was informed that the Curriculum Proposal Subcommittee is not yet prepared to make a recommendation on the CIS Name Change proposal. The subcommittee is waiting on a letter of concurrence from Electrical Engineering. It is expected that this letter will be sent to the subcommittee shortly after EE’s next faculty meeting. The chair requested that the subcommittee make a recommendation to the full committee at the committee’s next meeting.
7. The secretary read an e-mail message from Jerry Chubb in which he stated that his status report on Aviation and Aero needs to be delayed as the dean has not made any comments.
8. Mark Ruegsegger briefed the committee on the status of the Biomedical Department Proposal. Progress is being made and there is much more structure to the current draft than the one previously considered by the committee. They are currently looking at the hard issues such as split faculty and promotion and tenure. It will be a while before the proposal is ready to come to CCAA.
9. The draft letter to Dean Fred Sanfilippo was discussed.
   9.1. The chair commented that he received some suggestions from Bob Gustafson in which he commented that anyone coming from medicine cannot be a member of the committee even if they are a non-voting member. The reason is that the faculty rules designate membership.
   9.2. The question was raised as to whether asking medicine to send someone over to observe our committee could not be done informally over the phone. Jeff responded that he felt that it was necessary to have the letter to formalize the request. Jeff feels that there are a number of different areas of potential conflict between the two colleges and that he wants to prevent a show down by being pro-active in establishing communications between the colleges.
   9.3. Mark Ruegsegger mentioned that Biomedical is adding statements to their department proposal that
they will be the location for Biomedical Engineering for both colleges. The purpose of doing this is to try and ensure that other biomedical centers do not develop.

9.4. It was suggested that rather than use the term “member” that the term “liaison for items of mutual interest” be used. It was also suggested that ABET be mentioned in the letter and that the “bridge building” statement be at the beginning of the letter rather than at the end.

9.5. Jeff stated that he would rewrite the letter and send it to everyone electronically for comments before he sent it to Fred Sanfilippo.

10. The chair asked the committee if anyone was interested in becoming tellers for the Electrical Engineering proposed name change ballot count. Charlie Albright volunteered and the names of Rob Wagoner and Jerry Chubb were suggested. The chair accepted the recommendations.

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

Attendance:
AA –
Aero – R. Yedavalli
AVN – Not present
BME – M. Ruegsegger
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 – Not present
IWSE –
ISE – Not present
WLD – C. Albright
MSE – P. Gupta
ME – Not present
Graduate Student – R. Clark
Undergraduate Student – Not present
Secretary – E. McCaul

Guests – P. Hussen, C. Patterson

C: College Faculty
CCAA File

CCAA File