1. Attendance:
Aero – Jen-Ping Chen
AVN – Chul Lee
BME – Rita Alevriadou
CHE – Dave Tomasko
CEGS –
   Civil – Chuck Moore
   Environmental – Not represented
   Geomatics – Not represented
CSE – Bruce Weide
ECE – George Valco - Chair
ENG PHY – Richard Hughes
FAB – Bob Gustafson (for Alfred Soboyejo)
IWSE –
   ISE – Clark Mount-Campbell
   WLD – Dave Farson
MSE – Prabhat Gupta (for Kathy Flores)
ME – Marcelo Dapino
Graduate Student – Harry Pierson, Hannah Gustafson
Undergraduate Student – Rebecca Murphy, Timothy Schroeder
Secretary – Ed McCaul
Guests – Pam Hussen

2. The Minutes from the 23 May 2007 meeting were approved as written.

3. All of the members of the committee introduced themselves and the committee 
was informed about signing in and where to find any handouts that will be used 
during the meeting.

4. The committee chair gave the committee a brief update on the Aviation MS in Air 
Transportation Systems Proposal. The proposal and its associated courses were 
tabled by the committee at its last meeting in May. To date, the issues raised by 
CCAA, concurrences and an adequate level of staffing, have not been 
addressed. When Aviation decides to resubmit the proposal it will be reviewed 
by Subcommittee B.

5. CCAA has been asked to resolve problems that have come up with how transfer 
credit is treated across the college. The main problem is that some programs will 
allow a student to use K credit courses to meet a requirement while other 
programs will not allow the same course(s) to count. Judith McDonald has 
created a draft of a college wide policy that will be reviewed by Subcommittee B.
6. A revised ASAP Policy has been submitted to the committee and will be reviewed by Subcommittee A. Gary Kinzel, as Chair ASAP, will be the point of contact for the subcommittee.

7. Course proposals have been received by the committee secretary and will be reviewed, as usual, by the Course Proposal Subcommittee.

8. Dave Tomasko informed the committee that due to other commitments he was not able to do any work on the meaning of a credit hour issue over the summer. As soon as he gets an opportunity Dave said that he would work on the issue.

9. Sometime this autumn quarter Judith McDonald and Ruby Smith will make a report to the committee on petitions that have been received during the last year. This is an annual report that was initiated by the committee last year.

10. The committee secretary is in the process of updating the CCAA Handbook and once the update is completed it will be forwarded to the committee for review. The handbook can be found on the college’s webpage at http://engineering.osu.edu/faculty/info.php.

11. The issue of making sure that all of our graduates have the minimum hours ABET requires in math and basic science has come up. This is an issue that has college wide implications. The suggestion has been made that the Outcomes Assessment Committee investigate this issue and make a report to CCAA. George Valco, the committee chair, is the only member of the committee that is on both committees though Bob Gustafson, who regularly attends CCAA meetings, is the chair of the Outcomes Committee. The committee was asked if anyone had any objections to the Outcomes Committee investigating this issue and giving a report to CCAA and if anyone felt that an additional committee member should be appointed as a liaison between the two committees. No one had any objections and no one felt that a liaison needed to be appointed.

12. The committee was informed that Randy Smith, who deals with all of the academic issues that go to the Office of Academic Affairs, will be at the committee’s 24 October meeting. The question was asked if this would be the only item on the agenda for that meeting. The committee chair responded that he felt that other business could be conducted and that he would contact Randy Smith to find out how much time he needs.

13. Bob Gustafson informed the committee that Math is proposing to stop offering their C calculus series mainly due to their current budget crunch. Relatively few of our students take this series and we may be wise to save our political capital and use it to get Math to offer more sections of the A series rather than fight them on the C series. The question was raised as to whether Math will bring the C series back when their budget situation improves. Bob responded that he has received mixed messages on this but that once it is gone it will be difficult to bring
it back especially since the person in Math who championed it is no longer there. The question was raised as to what will happen to the higher level courses such as 254C and 415C as some of our students do better with the smaller C series sections and prefer how the course is taught. Bob stated that he did not know but would ask about it. A comment was made that these courses well serve a subset of students due to the match to their learning style and the smaller class size. It was decided that rather than vote on a motion that Bob would use the feedback he has received when he is discussing the issue with Math. Bob informed the committee that the Core Committee will be working getting better collaboration with Math this upcoming year.

14. Bob Gustafson informed the committee that he needs a faculty member to volunteer to be a member of the Registrar’s Faculty Advisory Committee. The committee will meet once a quarter for breakfast in the Faculty Club. The question was asked as to what the committee would be discussing. The response was this would vary depending on the issues the Registrar’s Office is dealing with. Clark Mount-Campbell volunteered to be the college’s representative.

15. Bruce Weide brought up the subject of clusters in the GEC. He feels that there is an opportunity for Engineering to get involved in this program but that not many faculty know about it. It was pointed out that originally the program was designed for a three quarter sequence of topic related courses for a cohort of freshmen students. However, that has changed and it can be a two quarter sequence and clusters for upper level students are also possible. The committee secretary was asked to contact the Arts & Science coordinator for this program and ask her to come to one of the committee’s future meetings to discuss the program.

16. The meeting was adjourned at 11:15 AM.

C: College Faculty
CCAA File