1. Attendance:
   Aero – Not present (Mei Zhuang)
   AVN – Not present (Seth Young)
   BME – Rita Alevriadou
   CHE – Jeff Chalmers
   CEGS – (Civil, Environmental, Geomatics) – Not present (Hal Walker)
   CSE – Bruce Weide
   ECE – Not present (George Valco)
   ENG PHY – Not present (Harris Kagan)
   FAB – Not present (Ann Christy)
   ISE – Clark Mount-Campbell - chair
   MSE –
      MSE – Not present (Kathy Flores)
      WLD – John Lippold
   ME – Marcelo Dapino
   Graduate Student – Bob Lowe (Not present Hamsa Priya Mohana-Sundaram)
   Undergraduate Student – Not present (Anchie Huang, Amritesh Rai)
   Secretary – Ed McCaul
   Guests – Dave Tomasko, Pam Hussen, Roberto Rojas

2. The minutes from the 29 June 2010 meeting were approved as written.

3. BME’s BS Semester Proposal was presented to the committee. Jeff Chalmers made a motion that the proposal be approved. Rita Alevriadou seconded the motion. The floor was opened for discussion.
   3.1. The question was asked as to whether this proposal is related to BME’s enrollment management proposal. The response was no that they are two completely different issues.
   3.2. The comment was made that including the check list that the subcommittee used when reviewing the proposals is very helpful when the full committee is conducting its review.
   3.3. There being no further discussion a vote was taken: 7 approved, 0 opposed, and 0 abstentions. The motion passed.

4. BME’s Undergraduate Minor was presented to the committee. Jeff Chalmers made a motion that the proposal be approved. Rita Alevriadou seconded the motion. The floor was opened for discussion.
   4.1. The comment was made that the proposal includes Biology 113 as one of the options for fulfilling a requirement yet, CCAA’s policy states that a 100 level course under semesters and a 1000 level course under semesters cannot count toward a minor.
   4.2. The comment was made that we could give BME a waiver for this requirement.
4.3. The comment was made that we do not yet know what the new course number will be for Biology 113 under semesters and that it may be best to wait and find out what the new number is before giving BME a waiver.

4.4. The comment was made that many of our semester proposals may need to be tweaked depending on what other units outside of Engineering do and that it would be best to wait and see what happens.

4.5. There being no further discussion a vote was taken: 7 approved, 0 opposed, and 0 abstentions. The motion passed.

5. BME’s BS/MS and MS Semester Proposals were present to the committee. Marcelo Dapino made a motion that the proposals be approved. Rita Alevriadou seconded the motion. The floor was opened for discussion.

5.1. The committee was informed the BME plans on following the college’s and the Graduate School’s rules in regard to their BS/MS program.

5.2. The comment was made that the range of hours shown on page 5 of the proposal does not always equal the total of 28 hours.

5.3. The question was asked as to whether the Graduate School will approve a master’s program that has less than 30 hours.

5.4. The comment was made that if the Graduate School will allow less than 30 hours why should we argue with it.

5.5. The question was asked as to whether the College of Engineering would want one of its master’s degrees to have less than 30 hours.

5.6. The comment was made that we should be leery about making a policy on the number of credit hours needed for a graduate degree without having some guidance from our graduate chairs.

5.7. Roberto Rojas, Associate Dean for Graduate and Professional Education, informed the committee that the latest unofficial information from the Graduate School on this topic was that they plan on converting the current minimum number of hours by the 2/3 rule. Roberto stated that he would like to see all master’s degree programs in the college be uniform with a 30 semester hour requirement.

5.8. Marcelo Dapino and Rita Alevriadou withdrew their motion to approve the proposals.

5.9. It was decided that these proposals would be returned to the subcommittee for further review.

6. BME’s PhD Semester Proposal was present to the committee.

6.1. It was pointed out that the table on page 5 does not add up.

6.2. The question was asked as to whether the hours required in the proposals are for a student who already has a master’s or a student with a bachelor’s.

6.3. It was pointed out that the proposal was missing a current advising sheet.

6.4. It was decided that this proposal would be sent back to the subcommittee for further review.

7. The suggestion was made that the check list that the subcommittee fills out for each proposal include a check box for the hours in for graduate degrees and that the
minimum number of hours for a master’s be 30, for a post master’s PhD be 60, and for a post baccalaureate PhD be 90. The suggestion was adopted by the committee. [Note: After the meeting the committee secretary contacted the Graduate School and was informed that the proposed minimum number of semester hours for a master’s would be 30, for a post master’s PhD 50, and for a post baccalaureate PhD 80.]

8. FABE’s BS Semester Proposal was presented to the committee. John Lippold made a motion that the proposal be approved. Bruce Weide seconded the motion. The floor was opened for discussion.
8.1. The comment was made that FABE responded to all of the subcommittee’s comments.
8.2. There being no further discussion a vote was taken: 7 approved, 0 opposed, and 0 abstentions. The motion passed.

9. The subcommittee chairs updated the committee on the status of the proposals Subcommittee B is reviewing.
9.1. John Lippold presented a spreadsheet (attached) showing the status of the proposals Subcommittee A is reviewing. John commented that due to everyone’s summer schedule that it was difficult to have subcommittee meetings.
9.2. Marcelo Dapino informed the committee of the status of the proposals they are handling:
9.2.1. Aero has had comments given to them but no response has been received to date.
9.2.2. BME has sent a response to the comments on their enrollment management plan.
9.2.3. ECE has had comments given to them but no response has been received to date.
9.2.4. Engineering Physics was given a list of proposed changes but have not yet responded.
9.2.5. ISE has sent a revised proposal but did not include a list of the changes that were made.
9.2.6. MSE has been given comments on their BS proposal and the subcommittee is still working on their graduate proposals.
9.2.7. Welding has received feedback on their BS proposal but their graduate proposals have only been recently received.
9.3. Members from the Course Proposal Subcommittee stated that:
9.3.1. Aviation has received feedback on their BS and minor proposal but have not yet replied.
9.3.2. BME’s MD/PhD proposal has just recently been received.
9.3.3. ME has sent revised MS and PhD proposals.
9.3.4. Nuclear’s proposals are going through their first revision.

10. Dave Tomasko updated the committee on the CAA meeting he attended. Overall CAA was pleased with our College proposal. Our MOU’s were an item that was
discussed and they were pleased with them. As a side note Dan Mendelsohn is currently working on creating a Math MOU for our second year math courses. Engineering is the driving force on semester conversion as we are moving faster than anyone else. There was some discussion on our GEC component with one minor complaint. It does appear that we will be able to transfer to semesters all of the current GEC exceptions that have been granted to us to include biology. One issue is that we state in note 7 in section 5.2 that “One O-count course in Social Diversity in US in any General Education category may be required.” The word “may” is a problem as we currently require our students to complete this requirement. Beyond our current General Education requirements Dave would like for Engineering to consider implementing a global education requirement. The floor was opened for discussion.

10.1. The comment was made that unless the global education requirement could be double counted it would add another course to our students’ load.

10.2. Dave suggested that the requirement could be very low and could be met by three years of a foreign language in high school or a foreign study abroad experience.

10.3. The comment was made that if we create such a requirement that it should be a real requirement but, we would really need to see what courses could possibly fulfill such a requirement. The list of courses would need to be extensive.

10.4. The suggestion was made that this issue be given to the Core Committee for further study and that they forward a recommendation to CCAA once they have completed their study. This suggestion was adopted.

10.5. The question was asked as to whether the proposed quantitative biology requirement would meet the biology General Education requirement. The response was that it is being planned that way.

10.6. Bruce Weide made a motion that the Engineering Semester Conversion Proposal be modified so that our current Social Diversity requirement be included in our semester General Education requirements. Bob Lowe seconded the motion. The floor was opened for discussion. There being no discussion a vote was taken: 6 approved, 0 opposed, and 0 abstentions. The motion passed.

11. It was decided that the committee’s next meeting would take place on Wednesday the 11th of August starting at 1:00. The committee secretary was asked to find a room and to send a meeting message out to the committee.

12. The meeting was adjourned at 2:45 PM.
Subcommittee A - Summary of Q2S Proposal Review

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