1. Attendance:
   AVN – Not present (Seth Young)
   BME – Jun Liu (for Rita Alevriadou)
   CHE – Not present (Jeff Chalmers)
   CEGS – (Civil, Environmental, Geomatics) – Hal Walker
   CSE – Paul Sivilotti
   ECE – George Valco
   ENG PHY – Not present (Richard Hughes)
   FAB – Not present (Ann Christy)
   ISE – Clark Mount-Campbell - chair
   MSE –
   MSE – Kathy Flores
   WLD – John Lippold
   MAE –
   Aero – Jen Ping Chen
   ME – Blaine Lilly (ASAP Rep)
   Graduate Student – Shivraman Giri (Not present Cherian Zachariah)
   Undergraduate Student – Not present (Anchie Huang, Chelsea Setterlin)
   Secretary – Ed McCaul
   Guests – Dave Tomasko, Nikki Strader, Brian Endres

2. The minutes from the 27 September 2010 meeting were approved as corrected.

3. BME’s MD-PhD Semester Proposal was presented to the committee. Hal Walker made a motion that the proposal be approved. Jun Liu seconded the motion. The floor was opened for discussion.
   3.1. The proposal has been through a couple of iterations and the subcommittee is satisfied with the current version.
   3.2. The question was asked as to whether the proposal meets all of the Medical School’s requirements. The response was that this is not our concern nor our expertise and we have to depend upon BME ensuring that it does.
   3.3. The question was asked as to whether anyone has graduated from the program. The response was yes and that one student per year is admitted to the program.
   3.4. The question was asked as to whether the student needs to have an engineering degree to get into the program. The response was yes.
   3.5. There being no further discussion a vote was taken: 8 approved, 0 opposed, and 0 abstentions. The motion passed.

4. FABE’s MS and PhD Semester Proposals were presented to the committee. John Lippold made a motion that the proposals be approved. George Valco seconded the motion. The floor was opened for discussion.
   4.1. The committee was informed that no corrections were needed on these two proposals and that the subcommittee was satisfied with both of them.
4.2. There being no discussion a vote was taken: 8 approved, 0 opposed, and 0 abstentions. The motion passed.

5. CSE’s Graduate Minor in Computer Science Semester Proposal was presented to the committee. John Lippold made a motion that the proposal be approved. George Valco seconded the motion. The floor was opened for discussion.
5.1. The committee was informed that minor corrections had been needed but that the subcommittee was now satisfied with the proposal.
5.2. The question was asked as to whether the minor was still an interdisciplinary one with ECE. The response was no and that an e-mail message from the chair of ECE stating that they are happy to let CSE take over the program is included in the proposal.
5.3. There being no further discussion a vote was taken: 8 approved, 0 opposed, and 0 abstentions. The motion passed.

6. ChBE’s BS Semester Proposal was presented to the committee. John Lippold made a motion that the proposal be approved. George Valco seconded the motion. The floor was opened for discussion.
6.1. The committee was informed that a number of changes had been made to this proposal but that the subcommittee was now satisfied with the proposal.
6.2. The comment was made that the hours in the table in section 11 on page 4 do not add up. It was pointed out that it appears that the GEC and Core hours are missing.
6.3. It was decided that it would be better to returned the proposal to the subcommittee rather than to try and fix the table at this meeting. The motion to approve the proposal was withdrawn.

7. CEEG’s Undergraduate Surveying and Mapping Minor Semester Proposal was presented to the committee. John Lippold made a motion that the proposal be approved. Hal Walker seconded the motion. The floor was opened for discussion.
7.1. The committee was informed that minor corrections had been needed but that the subcommittee was now satisfied with the proposal.
7.2. The committee was informed that completion of the minor allows a student with a Civil Engineering Degree to take the Fundamentals of Surveying exam. This exam is the first test they must take to become a Professional Surveyor. Consequently, the group that controls the exam determines the curriculum for this minor.
7.3. The comment was made that it appears that the hours shown in the table in part 11 do not add up. The response was that one row of the table shows the hours for the courses a student must take before they can take the minor and these hours are not included in the total for the minor.
7.4. There being no further discussion a vote was taken: 8 approved, 0 opposed, and 0 abstentions. The motion passed.

8. Hal Walker presented the Course Proposal Subcommittee’s recommendations to the committee.
8.1. The subcommittee has some issues with BME’s 471 new course request and will be requesting some additional information about the course.

8.2. Hal Walker made a motion that BME’s 771 course change request be approved. Shivraman Giri seconded the motion. The floor was opened for discussion.
   8.2.1. The question was asked as to whether three hours is enough credit hours for the course. The response was that one 2-hour class along with one 2.5 hour lab per week should not be more than three credit hours.
   8.2.2. There being no further discussion a vote was taken: 8 approved, 0 opposed, and 0 abstentions. The motion passed.

8.3. Hal Walker made a motion that CSE’s 488 and 790 new course requests be approved. Shivraman Giri seconded the motion. The floor was opened for discussion.
   8.3.1. The question was asked as to whether 488 was an appropriate number for a seminar. The decision was that any x88 course could be a seminar and that the first number just indicates the level of the seminar.
   8.3.2. The committee was informed that CSE 488 was an elective for the Entrepreneurship Minor and, as such, Business will not have any problems with it.
   8.3.3. There being no further discussion a vote was taken: 8 approved, 0 opposed, and 0 abstentions. The motion passed.

8.4. Hal Walker made a motion that ECE’s 625 and 736 course requests be approved. Shivraman Giri seconded the motion. The floor was opened for discussion.
   8.4.1. There being no discussion a vote was taken: 8 approved, 0 opposed, and 0 abstentions. The motion passed.

8.5. Hal Walker made a motion that Environmental Engineering’s 520 course change request be approved. Shivraman Giri seconded the motion. The floor was opened for discussion.
   8.5.1. A friendly amendment was made that the proposed prerequisites be changed from “Chem 122 or 125 and Civil Eng major, or Environmental Eng major or minor, or Chemical Eng major; Environ Eng 413 or Civil 413 or permission of instructor. Minimum CPHR of 2.0.” to Chem 122 or 125; Civil Eng major, or Environmental Eng major or minor, or Chemical Eng major; Environ Eng 413 or Civil 413 or permission of instructor. Minimum CPHR of 2.0.” to help clarify them. The amendment was accepted.
   8.5.2. There being no further discussion a vote was taken: 8 approved, 0 opposed, and 0 abstentions. The amended motion passed.

8.6. Hal Walker made a motion that Geodetic Science’s course change requests for 601, 609, 625, 628, 629, 630, 632, 634, 725, 728, and 732 be approved. Shivraman Giri seconded the motion. The floor was opened for discussion.
   8.6.1. The committee was informed that Geodetic Science is going away in Engineering and that the courses CEEGS wants to keep are being switched to Civil Engineering.
   8.6.2. The question was asked as to what is happening to the Geodetic Science faculty. The response was that the faculty will be part of Civil and that the graduate program will be in Earth Sciences.
8.6.3. The question was asked as to whether these course numbers are available in Civil. As no one was sure a friendly amendment was made that approval of the requests be contingent upon ensuring that the course numbers were available in Civil. The amendment was accepted. (After the meeting the Committee Secretary checked the 2010-2011 Course Offerings Bulletin and found that the course numbers were available.)

8.6.4. There being no further discussion a vote was taken: 8 approved, 0 opposed, and 0 abstentions. The amended motion passed.

8.7. Hal Walker made a motion that ME’s 776 course change request be approved. Shivraman Giri seconded the motion. The floor was opened for discussion.

8.7.1. The comment was made that 776 is a generic course and that there are three courses in the sequence.

8.7.2. The comment was made that this course is also cross listed with ISE in addition to ECE.

8.7.3. The comment was made that ECE has not submitted a course withdrawal request for its 776.01, 776.02, and 776.03.

8.7.4. It was decided that this request would be returned to the subcommittee for further review. The motion was withdrawn.

8.8. Hal Walker made a motion that NE’s 793 course change request be approved. Blaine Lilly seconded the motion. The floor was opened for discussion.

8.8.1. The question was asked as to why Nuclear wants to change the grading from S/U to letter. The response was that letter grading allows them to better rank the students.

8.8.2. The question was asked as to whether it was possible to have a letter graded individual studies course. No one knew of a rule that would preclude it. A friendly amendment was made that approval of the request be contingent upon ensuring that a letter graded individual studies course was possible. The amendment was accepted. (After the meeting the Committee Secretary checked and was informed that it was possible.)

8.8.3. There being no further discussion a vote was taken: 8 approved, 0 opposed, and 0 abstentions. The amended motion passed.

9. Gary Kinzel presented the revised Probation, Dismissal, and Reinstatement Policies to the committee. The committee was informed that while some of the changes were formatting and editorial there were some substantial changes to some of the policies. All of the changes were extensively discussed at ASAP meetings.

9.1. Aero’s policy was completely rewritten so that it would mirror Mechanical’s.

9.2. BME and FABE made changes to theirs to help clarify them.

9.3. The changes to ISE’s were editorial.

9.4. ME made a number of deletions to their policy.

9.5. The changes made to Welding’s were editorial to reflect their new department.

9.6. The changes made to Re-Exploring Engineering were editorial.

10. Blaine Lilly made a motion that the revised Probation, Dismissal, and Reinstatement Policies be accepted. George Valco seconded the motion. The floor was opened for discussion.
10.1. There being no discussion a vote was taken: 8 approved, 0 opposed, and 0 abstentions. The motion passed.

11. The Committee Secretary presented the revised CCAA Handbook to the committee. The committee was informed that the order of topics was changed to make it a more logical sequence, the faculty rules concerning CCAA were changed to reflect the changes made to them this past spring, and various other sections were updated to reflect new curriculum. It was decided to table discussion on the handbook until the committee’s next meeting so that everyone will have time to review it.

12. Dave Tomasko informed the committee that the university’s rules concerning graduation with distinction have change so that non honor students can graduate with this distinction. The Honors Committee will be drafting a new college policy and will bring it to CCAA for approval.

13. The Committee Secretary informed the committee that he has received supporting letters for the BME Enrollment Management Plan from Dolan Evanovich, Vice President for Strategic Enrollment Planning, and Michael D. Layish, Assistant General Counsel. Still missing is the letter from Greg Washington.

14. The meeting was adjourned at 3:30.