Master of Engineering Committee Meeting  
Wednesday, May 9, 2001  
240 Carpenter Hall


Absent:  B. Cady, P. Loucks, T. Healey, U. Wiesner,

The meeting was called to order at 8:05am

March MEC Minutes:  
The MEC reviewed the March 14, 2001 MEC Minutes. A motion was made to approve the minutes. It was moved, seconded and approved.

Announcements:

Student Response Protocol:  
Joe Shultz reminded the MEC of the document formerly known as the Student Crisis Protocol mentioned at the March meeting. The document’s name has been changed to the Student Response Protocol. The document was created in response to a need for both graduate and undergraduate crisis procedures. Mike Hayes is the contact person.

Admission Information:  
Joe Shultz provided the MEC with M.Eng. admissions statistics from 1998 to S’01 semester and indicated that one of ORGSPE’s goals is to provide more accurate data to the fields. Joe indicated that the information provided by the Field Coordinator’s is fairly accurate and we have our student employee cleaning up the differences. Several positive comments were expressed by the MEC regarding ORGSPE’s commendable efforts to provide statistical information to the fields. Jim Bartsch indicated that the Grad school has data on MS/PhD applicants. It was noted that year to year figures would give the fields a clearer idea of what the students from abroad are doing as far as accepting admission or not. A request was made to Joe that ORGSPE include the undergraduate GPA information in the M.Eng. database records to more easily track the trends in our undergraduate pool.

MEC Rules and Policies:  
Jim Bartsch introduced the final revisions of the M.Eng constitution. The following suggestions were made:

- It was indicated that the sentence in 3C1 is worded oddly. It was suggested that the wording be changed from “toward a degree” to “towards another degree.”
- 5 black should be stricken.
- A request was made to define the difference between the terms “Student” and “Candidate” found in the 1st paragraph under General.
- The inclusion of a glossary defining the words.
- Define matriculation
- Having a statement about the transcript may be helpful regarding the degree requirements making the distinction between transfer credits and transcripted credits. Include a statement that only credits earned at Cornell may appear on transcript (a Grad School policy).
- A suggestion was made to include a document in the M.Eng. Constitution that makes reference to Graduate School policies as they affect the M.Eng. Program.
- Change “a” to “another” in C1.
- Wording change in 4, before A. “Candidate must provide adequate documentation for course eligibility including course syllabus and other relevant materials.”
Nine MEC members were in attendance to vote. Motion was made to approve the By-Laws. It was proposed, seconded and unanimously approved.

**ABEN Petitions:**

Jim Bartsch distributed two petitions. The first petition regarded Adam Marshall: cum gpa 2.54. His gpa over the last 2 years was 3.06. Adam has convinced members of the faculty of his interest in working in aqua-culture. He signed a contract w/ Prof. Timmons that his first semester would be his “make or break” semester. 2.5 first semester, 1.5 second, 2.2, 2.5, summer 3.5, 3.2, 2.8, 3.3 and his overall GPA is 2.54. He retook 1 math course. He needs a 2.7 to be unconditionally admitted. The MEC members reviewed the petition, a motion was made to approve, proposed, seconded and voted unanimously.

Jim’s second proposal regarded Sonya Padron, minority student, CU Presidential Research Scholar. Problems are due to family situations. Student needs structure. Wants to work w/ Prof. Timmons. She is a sink or swim in her first semester. Her gpa is 2.35. Last 3 semesters: 2.8 gpa. Statement of purpose says a lot. She will hopefully remain in the program to completion. It was suggested that the MEC should take these chances and give these students an opportunity. Jim made a motion to approve, proposed, seconded and voted unanimously.

**M.Eng. Issues and Future Discussion:**

Joe Shultz suggested that the Ad hoc committee meet to think about bullets to add to the 2001-02 agenda. The Committee needs to think about 3 hot items they want to look at. An immediate suggestion was made that placement will be an issue for next year due to the failing economy. It was suggested that we work with Career Services Office to highlight the advantages of the M.Eng. Program to employers.

Adjourn – Motion to adjourn. Meeting adjourned at 9:15am.