Master of Engineering Committee Meeting  
November 12, 2008 ~ 8:00am – 9:00am  
240 Carpenter Hall

**Attendees:**  
John Belina (ECE), Kathryn Caggiano (ORIE), Michel Louge (Chair), Jim Bartsch (BEE), Peter Jackson (SYS), David Grubb (MSE), David Lipson (BME), Graeme Bailey (CS), William Olbracht (CBE), Larry Cathles (EAS), David Muller (AEP)

**Guests:**  
Yoanna Ferrara, Jeff Newman, Helen Baker, Patricia Apgar

Michel Louge opened the meeting and announced that Kathryn Caggiano has accepted the role of new Chair of the MEC, and he will be stepping down after this meeting. Members expressed their best wishes as well as their gratitude for his dedication and hard work as Chair of MEC.

**MEng Information Day.** The consensus was that experience with the event helped it run smoothly in 2008. The traffic flow through the tables was much improved. Having cards for students to fill out and an id scanner by the popcorn were valuable in developing the list of attendees that has been shared with the fields. Many sophomores and juniors attended.

**Cornell Engineering Research Conference (CERC) April 3, 2009** – the committee recommended that MEng students be invited to submit abstracts for CERC either the first week of February 2009 or February 14. A question for the CERC organizing committee-- Is participation of project teams also as possibility? Another MEng Information Day may be possible for the spring coinciding with CERC

**Meeting with Graduate School --** Assoc. Dean Ellen Gainor, Registrar Ayana Richardson, Michel Louge, Linda Nozick, Peter Jackson, Graeme Bailey, Jeff Newman attended. Highlights of meeting include:

- Residency requirement was discussed and once it was clarified that MEng requires one semester of residency, no changes were recommended to the current 30 credit based system.
- Consistency of information provided to students through websites, etc. is a priority and correspondence to students needs to clearly communicate that MEng is 9-month program.
- Offers of Admission must also clearly state the first term of the graduate student especially in the case of Early Admit. Grad Registrar will provide a draft paragraph to be included in offer letters.
- Advisor of Record: MEng fields have been asked to be more rigorous communicating to the Graduate School most current advisor of record.
- Topics not discussed during this meeting include TOEFL standards, and pending official CU approval, the new policy for pro-rated tuition.
The MEng program is exceptional to other programs because of the number of part-time students, early admit option, and industrial partnerships. Updated information sheets on Financial Aid, Early Admit Option, Industrial Partnership Program and Knight MEng/MBA Scholarship Application were distributed and will be posted on the website to help clarify eligibility and procedures.

MEng data. Yoanna Ferrara presented top line trends that were recently submitted to US News & World Report, and CU goals related to quality of MEng program and diversity of the graduate student body overall. Comments were encouraged and are as follows:

- Mechanical, Computer Science and ECE decreased in size.
- CS: we are seeing some with visa problems, solved by going to Canada, and last minute, students deciding to go to another school. 20% offered have gone to another college.
- Some reports of losing admitted MEng to PhD programs who were lowering standards
- No percentage goal for international students
- Goal of 30% for women and 7% for Under Represented Minorities (URM)
- Are there strategies that can be employed to meet URM goals? Talking to students, sending them to DiOnetta Jones for scholarship money.
- To maximize survey rankings, goal is to admit fewer students and enroll larger percentage
- Increase the size of applicant pool
- Look outside Cornell or by GRE scores. ECE is visiting regional schools like Binghamton and Clarkson to recruit students. Other fields are using GRE search and getting a lot of new inquiries
- Students/MEng Alums can create a better linkage back to school population. Use blogs.
- Visiting student encouraged additional 3 Bucknell students to apply
- Current MEng students are happy to help.
- ORIE’s goal is to increase domestic applicant pool size.
  - Next Tuesday, November 17, an on-line information session is scheduled; two-way, net meeting, with web cams, presentations, q&a.
  - Work study students were sent to our own MEng students to promote.
  - If this initiative is successful, college will help put together and organize for other smaller programs.
- Systems: going on the road and visiting companies
- What percentage are Cornell Undergrads?
- Trend Report can be shared
- GPA information in GAPS: student data entry issues and other inconsistencies. GPA data for reports come from Graduate School

Old Business – None

New Business -- Announcement: Knight Scholarship Information Sessions have been scheduled for Wednesday, November 19 and Tuesday, December 2. The event will be advertised in Sundial and Cornell Daily Sun and posters will be distributed soon.