Master of Engineering Committee
Minutes of Meeting
November 12, 1997

Present: James Bartsch, Harry Stewart, Sam Toueg, John Belina, Iain Boyd, Tracey Thompson

Meeting called to order at 8:09 AM.

Announcements and Reports

Tracey mentioned that he had been asked by the Graduate School to find out how we handle students that come from undergraduate programs which do not award a Bachelors or equivalent. Specifically, they mentioned the Darmstadt and Ecole Centrale programs. Our policy and the policy of the Graduate School require a BS or equivalent degree for admission and conferral of the M.Eng. Degree. Each student’s undergrad degree is verified by the Graduate Records Office before the M.Eng. Degree is conferred.

The Graduate School has asked us to provide a statement that the student’s academic preparation meets (or exceeds) the BS equivalent. Presently there is no record that a Faculty member has reviewed the record to determine that the student meets the BS equivalent. This statement should be included with the student’s permanent file that is sent to the Graduate Records Office after matriculation.

Approval of the October 22, 1997 minutes.

No corrections to the minutes were indicated. The minutes were approved.

3. Petitions

A petition was submitted by MAE to allow Klaus Koester to transfer credits earned prior to matriculation into the M.Eng. Program. Typically, fields can permit the transfer of credits to the M.Eng. Program within 3 weeks of matriculation. Since we are beyond the 3-week period a petition to the MEC was required. There was some discussion. Jim Bartsch made a motion to approve the petition, Sam Toueg seconded the motion and all were in favor. Petition approved.

A petition was submitted by CE to allow Susannah Hobbs to enroll in the M.Eng. Program and complete less than 15 credits. Susannah has earned a number of credits from Cornell in the M.Sc. program, which she would like to transfer to the M-Eng. Program. She also has participated in the M.Eng. design project. She will register Fall 1997 and Spring 1998 as an M.Eng. student to complete the remaining credits which in total are less than 15 credits. There was some discussion. Iain Boyd made a motion to approve the petition, John Belina seconded the motion and all were in favor. Petition approved.

New Business

Harry mentioned that he has several students that will be eligible to apply for M.Eng. in their 4th year. Many of the students have extensive AP credits and are excellent students. We need to be prepared to handle the potential early admission of these students.

Meeting adjourned at 8:35am.

NEXT MEETING DECEMBER 10, 1997 FROM 8-9 IN 201 HOLLISTER HALL. Please make sure that any petitions for Spring 1998 admission are presented at this meeting since we will not meet again until February 1998.