MEC Meeting Minutes
9/14/2011

Attendees: Kathryn Caggiano—MEC Chair, ORIE; Cliff Pollock—ECE; Mark Turnquist—CEE and Engr Management; Bruce van Dover—MSE; Ken Birman—CS; Jim Bartch—BEE
Guests: Cathy Dove—CoE; Graeme Bailey—CS; Judy Thoroughman—MAE/TAM; Yoanna Ferrara--CoE

1. Introductions – Kathryn

2. Subcommittees – Kathryn
   Each member of the MEC committee serves on at least one subcommittee. Members who did not attend will send Kathryn their preferences.

3. M.Eng. Learning Assessment – Graeme
   M.Eng. programs will formulate learning objectives and prepare assessment plans by the end of the Fall semester. Graeme is available to fields for support. Ken suggested keeping track of the costs associated with assessment.

   Graeme distributed an M.Eng. Assessment Structure hand-out. It includes:
   - Overarching M.Eng. learning objectives discussed at the MEC meeting in February 2011. Fields could use them as a framework in formulating the field-specific learning objectives.
   - Assessment planning timeline
   - Sample assessment methods used by Systems Engineering


   - Feedback on college orientation
     Student feedback on surveys and at the networking reception was overwhelmingly positive. For ORIE students, the content was somewhat repetitive as they attend a five-day field career orientation prior to the college event. Ideas, suggestions and concerns:
       - Add a career fair simulation; role play exercises
       - Develop and post on YouTube successful interview and networking videos
       - M.Eng. students could benefit tremendously if the career fair took place three weeks later. At least they will have taken the first prelims.
       - Students seem to miss exams and classes as they travel for interviews.
       - There is a perception that employers are charged fees to hold events on campus. Yoanna will follow up with Mark Savage find out what the current practices are and will report back to the MEC.
       - Three-semesters—Fall/Spring/Fall—may be the optimal length of the M.Eng. program for some students. This allows them to take a CPT in the summer and prepare them for the Fall career fair.

   - Karin Ash
     Karin will be available on a part-time basis in Fall 11 as a dedicated career resource for M.Eng. students. Students can sign up for one-on-one consultations with her or with any of the full-time engineering career advisors. Yoanna will send a message to the MEC with Karin’s schedule, as soon as it is available.

   - Employment summary: three months after graduation.
     Of the January ’11 and May ’11 graduates, 39% responded to the Cornell Graduate Student Survey. As expected, the vast majority of the respondents reported they wanted to find a job, as opposed to continuing their graduate studies. Of them, 72% are employed. See details in the Employment Interim Report.
5. **Cornell Admission System: update – Yoanna**

The Graduate School is working with an external vendor, CollegeNet, to implement a Cornell-wide system for processing graduate applications. The system will support the admissions decision-making process and workflow and will exceed the functionalities previously available through GAPS.

The new online application developed by CollegeNet is already available to new applicants. Already launched is also an administrative module allowing GFAs to search and view the submitted applications. The launch of the workflow module is scheduled for the beginning of October. Several engineering GFAs will be testing the module in the next couple of weeks.

In the 2011-12 admissions season, GAPS will only be available for historic information. The system will be accessible through a VPN connection or from any location on campus.

6. **Policy questions: coming up for the next MEC meeting – Kathryn**
   - Leave of Absence
   - Maximum number of credits per semester