## Agenda, November 5, 1999
### CCGB Meeting

| 1. | Approval of Minutes from the October 29, 1999 meeting |
| 2. | Undergraduate Announcements |
| 3. | “Action Agenda” Program (T. Healey) |
| 4. | CS Affiliation Criteria (M. Thompson) |

### CCGB Minutes
**October 29, 1999**

Members:  J. Bartsch, R. Cleary, M. Duncan, F. Gouldin, J. Jenkins, R. Kay, P. Kintner, L. Lion, M. Thompson, F. Wise

Absent: B. East, J. Herrera, J. Hopcroft, M. Miller (Ex-officio), C. Van Loan

Ex-Officio:  D. Cox, M. Fish, ,T.Healey, D. Maloney Hahn, F. Shumway, S. Youra

Other:  C. Pakkala

**Approval of Minutes:** The minutes of October 15, 1999 were approved.

**Undergraduate Announcements:** M. Fish (Women’s Progs.) stated that CAPS and COPS will have a workshop on addressing student violence on either November 5\(^{th}\) or November 12\(^{th}\).

**Ethical Reasoning:** P. Kintner (EE) reminded faculty that they need to check with their departments regarding the status of ethical reasoning in their curriculum.

**Electronic Course Evaluations:** T. Healey (Assoc. Dean) stated that the course evaluations were put on the Web last spring as a pilot project. The project is being turned over to CIT because they are interested in implementing it for the entire university. The main advantage to having the evaluations online is instant feedback. The drawback is that fewer students bothered to go on-line to complete them. Possibly some sort of incentives might be offered to increase participation. It would be helpful to have CIT come to a CCGB meeting to discuss their views on the process.

**ABET Committee:** T. Healey (Assoc. Dean) briefly discussed the need for an ABET Task Force and said that so far the members are:  D. Grubb, C. Seyler, A. Meyburg, M. Duncan, and F. Gouldin. Other volunteers are welcome.

**Faculty Access to Student Data:** D. Cox (Assist. Dean) discussed the need faculty have for multiple levels of student data. Currently Assistant and Associate Directors have access to students in their college but not to undergraduates in another major that they are advising. She wondered what type of access would be most helpful for the faculty. M. Thompson (MSE) wants access to all of his students because he is constantly frustrated with not being able to access the records of his advisees. Dan Maloney-Hahn (Advising) said that access to SIS (Student Information System) has always been limited due to a limited number of access codes given out. The field coordinators have university-wide access, so a faculty member can always check with that person if they have questions about a student. Confidentiality remains a big issue. P. Kintner (EE) suggested that perhaps someone from David Yeh’s
office could come to a CCGB meeting to discuss the issues regarding access to the student data. They need to explain their philosophy and understand the needs of the Engineering College. The sense of the CCGB was that field coordinators, Associate Directors, and one or two designated faculty/staff need full access to all student records.

**Biology Update:** J. Jenkins (T&AM) spoke with M. Shuler (ChemE) regarding the biology offering. They are currently looking at a one-semester course with a significant engineering component. Engineering may end up offering 3 types of courses to suit the college’s needs. The course may be better suited for upperclassmen, when students are more mature. Discussions with M. Shuler will continue regarding setting up a group of engineers and biology people to decide upon the form an introductory biology course could take.

**ASPAC:** Deborah Cox (Assist. Dean) stated that most crisis students have emotional problems rather than a lack of ability. Clearly math is a big problem area for the students. P. Kintner (EE) wants to know what happens with academic actions. How serious is this issue? The Advising office handles a number of crises each semester and will bring their data to the November 5th CCGB meeting.

The meeting adjourned at 8:59 a.m.