CCGB Meeting Agenda, May 11, 2007

1. Approval of Minutes
2. Undergraduate Announcements
3. Free Electives
4. Is the Math Requirement 4 Courses or 16 Credits?
5. Curriculum Transformation Follow-Ups
6. Chair, Memberships and Committees for 2007-2008
7. Issues for Next Year

CCGB Minutes, April 6, 2007

Ex-Officio: B. East, L. Schneider, R. Robbins, F. Shumway
Other: C. Pakkala

Approval of Minutes: The minutes of the 3/16/07 CCGB Meeting were approved as written.

Undergraduate Announcements: B. East stated that Cornell Days has begun and hundreds of kids and their families are exploring the campus. She asked that everyone be nice to the visitors. Also, transfer time is coming up and Admissions staff are reading transfer student folders. She requested that departments read their transfer student folders, make their decisions, and return the folders to Admissions soon. We need transfer students due to attrition and to manage our enrollment. Engineering has admitted fewer incoming students this year, and we may need to go to our waitlist.

ORIE Substitution of Math for Physics 214: D. Ruppert said that an ORIE class that could be substituted for Physics 214 would be 3 credits. F. Shumway stated that we currently require 4 credits of physics from transfer students. We give them 3 credits for a transfer physics course and tell them to find a course where they can get 1 credit of physics. J. Bartsch said that the BEE students take a 3 credit organic chemistry class instead of Physics 214. B. East stated that we need to decide how to advise transfer students. One might argue that we should keep a 4 credit requirement for transfer students because we don’t know the level of the course being transferred in.

Motion: ORE proposes that the following courses be allowed as substitutes for Physics 214:

- Chem 208
- Math 293, if not used to meet the mathematics requirement
- CS 280, if not used to meet the mathematics requirement
- Math 304, if not used to meet the mathematics requirement
- Math 311 (Introduction to Analysis). This course has Math 294 as prerequisite.
- Math 336 (Applicable Algebra). This course has Math 294 as prerequisite.

The ORIE substitution proposal vote was 8 in favor, 0 opposed, 2 abstentions.

Aerospace Minor: B. Isacks said that EAS has approved the minor and their students can take it. J. Bartsch said that BEE has approved it also. L. Pollack said that it would be difficult for their AEP students to complete the minor, but they are allowing substitutions so their students can take it. L. Lee said that the CS faculty think it would be easy for their students to take the minor. D. Ruppert stated that nobody in ORIE objected to the minor, but probably many students won’t take it. S. Baker said that MSE would require a group vote about whether students in their department can take it.
The CCGB vote to approve the Aerospace Minor was 10 in favor, 0 opposed, 0 abstentions. The Engineering Handbook will have a note in it about students needing to consult their majors to see if they can take the minor.

B. East requested that each department review their flowcharts for the Engineering Handbook. S. Baker asked if we need the flowcharts and whether they are helpful. F. Shumway replied that they are very useful for both the students and their advisors. S. Baker said that the MSE flowchart can’t be complete and have all of the options listed on it. F. Shumway responded that the flowcharts are generally the most helpful for the students’ first couple of years--prior to affiliation. R. Robbins suggested that departments put a note on flowcharts that they are a suggested sequence and don’t include liberal studies courses or advisor-approved electives.

Changing ENGRD 241 to ENGRD 320: W. Philpot explained that the level of ENGRD 241 has increased with the difficulty. This is a 3 credit course. A. Zehnder asked if there are other 300 level ENGRD courses. D. Gries replied that there are 2 of them. L. Pollack said that AEP has a 300-level core course and allows AEP 333 to serve as a second distribution course. It is more advanced than students in a standard ENGRD might be able to handle. She wondered if a generic sophomore would be able to take ENGRD 230. W. Philpot said that the CEE juniors take it. It can be taken at the end of the first two years. A. Zehnder said that this course works well and serves mostly juniors. Renumbering it seems fine.

The vote to change ENGRD 241 to ENGRD 320 was 10 in favor, 0 opposed, 0 abstentions.

Eliminating Bioengineering Option as of Fall 2007: D. Gries stated that minors require 18 credits, and there are 12 credits in the Bioengineering Option. The number of people taking the option is dwindling. M. Shuler says that there is not much interest in the option and he is ready to discontinue it. It has been deleted from the Courses of Study and the Engineering Handbook. J. Bartsch said that, previously, many BEE students were taking the option, but it will be good to get rid of it. It was confusing for the students, and eliminating the option will make advising easier.

Course Assessments: D. Gries said that the course assessments are coming along. There have been 18 or 19 submitted. He will nag seven people this week who haven’t responded to his requests for assessments. The CCGB subcommittees need to look at the assessments, and we need to show ABET that we care.

Discussion of Next Year’s CCGB Members and Committees: D. Gries said that we need to get subcommittee assignments done by May, and we need to pick a new CCGB Chair. Departments need to let him know who will be on the CCGB next year.

L. Pollack stated that there was a kick-off meeting for the online math placement exam. F. Shumway has worked out the many problems that formerly plagued the exam. F. Shumway said that the students won’t receive their scores. They will get a message based on their score that says they will be put into Math 191 or that they should chat with the Advising staff to get their options. L. Pollack said that by not giving students their test scores, this will eliminate some of the students’ tension. We are trying to get the exam going earlier so there isn’t so much of a rush. B. East said that the Advising Office will need to tell the students to get back into the admissions system to get their net I.D.s. L. Pollack added that she envisions that the math placement exam will run more smoothly this year.

R. Robbins thanked everyone for their help with Courses of Study and the Engineering Handbook.

L. Pollack asked what happened with advisor approved electives. A. Zehnder replied that we will need to address that topic before it goes to a fall faculty meeting.

The meeting adjourned at 8:39 a.m.