Agenda, September 14, 2001
CCGB Meeting

1. Approval of Minutes of 9/7/01 Meeting
2. Undergraduate Announcements
3. Report of Engineering Communications Subcommittee
4. Introduction to the “Biological Alternatives” – those currently available within the College, those under preparation in the College, the potential broad-based College requirement, and what role the CCGB should play in the evolution of “biological” alternatives
5. Procedural Questions Relevant to Potential Actions on “Biological” Alternatives -- Minors offered by entities other than departments and opening minors to students in other colleges

CCGB Minutes
September 7, 2001


Absent:  T. Bennington, B. East, S. Wicker

Ex-Officio:  K Athreya, P. Beebe, D. Cox, D. Maloney-Hahn, J. Saylor, K. Smith, T. Thompson, D. Worley

Other:  C. Pakkala

Introductions:  T. Jordan (Assoc. Dean) welcomed everyone to the first CCGB Meeting of 2001-2002, after which everyone around the table introduced themselves.

Remarks by Interim Dean Harold Craighead:  H. Craighead (Interim Dean) praised the staff in Engineering and in Engineering Student Services. He then emphasized the need for the Engineering College to make engineering classes more accessible to students across the university. He also stated the importance of the role of biology within the engineering curriculum. M. Saltzman (ChemE) is leading the initiative to integrate the biomedical curriculum in engineering, and H. Craighead suggested that the CCGB members address this subject with the other faculty members within their departments. H. Craighead also advised that the faculty review the ABET criteria and decide how the new standards will be met by their engineering departments while stimulating thoughts on the undergraduate requirements. He encouraged the faculty to maintain good corporate communications.

Discussion of 2001-2002 Agenda and the Role of CCGB Members in the College/Departments (handout distributed):  T. Jordan (Assoc. Dean) stated that she would be working with P. Kintner (ECE) to develop ABET plans in the engineering departments. She will attend the ABET Conference in Boston on 9/29 & 9/30, and encouraged any interested faculty members to also attend. She stressed the importance of incorporating biology into the engineering curriculum. She also emphasized the need to review the roles of Minors (and Majors) in the College, the College Program guidelines, transfer credit assessments for transfer students, and the appropriateness of common courses. It is her understanding that the CCGB and the Dean have a direct impact on the workloads and resources of the engineering departments, and the CCGB representatives should keep their colleagues informed about what is discussed at the CCGB meetings. Because the Assoc. Dean cannot be Chair according to the CCGB by-laws, someone will need to volunteer for that role; ideally someone who is interested in participating in
the ABET planning. H. Craighead (Interim Dean) suggested that some of the interdisciplinary graduate activities (i.e., systems engineering), evolve so that they are available to undergraduates. F. Gouldin (M&AE) expressed his frustration with faulty classroom equipment and a lack of classroom space. K. Athreya (Minority & Women’s Programs) suggested that students participate in community projects that would give them team-based experience and incorporate students from other disciplines. Both L. Lion (CEE) and F. Gouldin (M&AE) stated that their departments already have community projects with which the students are involved. F. Gouldin also mentioned that faculty members often have research projects that students help with, and students often develop projects of their own. D. Cox (Assist. Dean) stated that fund-raising for projects has become more difficult because many corporations are no longer willing to commit funds for them. J. Saylor (Eng. Library) requested input from the faculty as to their preference from electronic materials (books, periodicals, etc.) rather than paper materials. R. Kay (EAS) mentioned that students in N. Campus have indicated that they would like more interactions with faculty (via academic programs). M. Duncan (ChemE) stated that because accessibility to the N. Campus remains a problem, it would not be a good idea to hold classes up there.

Approval of Minutes: The minutes of May 11, 2001 were approved as written.

Additional Announcements: P. Beebe (Eng. Comm.) is Acting Director of the Engineering Communications Program while S. Youra is on leave for the academic year. She stated that the Communications Department (in CALS) has cut back on their course offerings and restricted enrollment in those courses to Communications majors. Approximately 160 engineering seniors still need to fulfill the writing requirement, and she suggested that faculty try to contact them so that they can be reminded to take the courses offered in the spring. J. Bartsch (ABEN) said that the ABEN writing courses are also available to seniors and would appeal to students in a number of disciplines.

The meeting adjourned at 8:52 a.m.