Agenda, Feb. 26, 1999
CCGB Meeting

1. Approve the minutes from February 19, 1999
2. EngrI 127
   - discussion of open-ended problems, followed by a vote
3. Applied Math Minor
   - departmental approval
4. Progress update – Student Survey (B. Kay)
5. ABET 2000 (K. Hover)
6. Minor “Case Law” (L. Lion)
7. Computing Application Courses (K. Hover)

CCGB Minutes
February 19, 1999


Absent: J. Hopcroft

Ex-Officio: D. Cox, K. Hover, D. Maloney Hahn, F. Shumway, S. Youra

Others: S. Dennis-Conlon

Approval of Minutes: The minutes of February 12, 1999 were approved as written.

Thanks to M. Thompson, MS&E, for chairing the last two CCGB meetings while P. Kintner was away.

EngrI 127 P. Kintner, Chair, EE, the EngrI 127 issue seems to be divided into two parts – procedural and content. The actual electronic ballot (item #2) that went to CCGB members was distributed to members (attached). Some members believed the vote was for one semester (spring), while others thought the vote was for a long-term commitment. The EngrI 127 vote was 8 approved and 3 opposed. On retrospect the vote should have been approved for one semester with discussion later. The college legislation of the curriculum review of 1994 (item #4) has listed in section C. three bullet items relating to EngrI courses. The second bullet states “The purpose of this course is to introduce students to the engineering process and provide them with a substantive experience in open ended problem solving context.” Approval is to be conducted through an Introductory Engineering Committee.

F. Gouldin, M&AE, one concern of EngrI 127 is that this course is part of a two-course sequence. EngrI 127 is not required for the Dean’s certification in the Enterprise Engineering Program. Nor is EngrI 127 a prerequisite for other courses. The second concern is that EngrI 127 is not appropriate for engineering. M&AE and ORE believes this course has the content appropriate for engineering given the tools needed in today’s high tech entrepreneurial business.

Discussion:
• EngrI 127 is approved for this semester.
• Some may hold a narrow view of the definition of engineering. Traditionally engineering has a very broad view of what is defined in the engineering field.
Two engineering minors have been approved in management engineering.

A broad definition of what defines engineering can be determined by looking at other introduction courses.

EngrI 127 is a valuable course but doesn’t meet the objectives of what introductory courses are about.

Freshman may not have the background to take this course.

This course seems to have 75% business and 25% engineering.

EngrI 127 has a case study component in which students analyze the case using open-ended problem solving.

Does the case study involve engineering process?

This course contains issues, methods, and design philosophy.

The ORE Introduction to Engineering course involves optimization, industry and application setting but is not a complete picture of ORE.

Some members wish to further discuss this course with their departments.

More information about the design or problem solving issue is needed.

ABET 2000 has re-defined how design is counted in courses.

Resolution:
The issue of the open-ended problem solving will take place next meeting of the CCGB. The syllabus will be sent to members electronically.

Applied Math Minor:

Thanks to T&AM for arranging and coordinating this minor. J. Jenkins, T&AM, indicated that once approved by engineering the minor will go to the Math department in A&S for approval.

Discussion:

Grouping of the courses in the minor seem strange, some courses may need to be categorized in a different section.

Rather narrow pool of courses available in the minor proposal.

The Theory Center may be able to provide more courses, for example Applied Math, to add to the current list.

There is not a category listed for algebra courses in the proposal.

The last category is comprised of advanced math courses from all of the other categories.

Suggestion to delete the Math 294 requirement, the six required courses could come from the five categories.

By listing Math 294 as a requirement, and a majority of engineering students have to take Math 294, then the minor becomes a five course minor rather than a six course minor.

If Math 294 was dropped there may not be any interest from students in pursuing this minor.

Suggestion to strengthen the minor by imposing a different grade requirement, such as a B, for Math 294.

The minor program, like all others, will evolve over time.

The minor legislation indicates the completion of six courses.

Resolution:
The motion was made and seconded to approve the Minor in Applied Mathematics, approved with a vote of 9 approve, 2 opposed. The minor approval for students in departments will be voted on next week.

Minors start date:

D. Maloney Hahn, Advising, when will the minor programs actually begin and who will be eligible?

Discussion:
Because the minor programs have not been advertised some students have not had the opportunity to partake in them. The college may have problems with the current seniors concerning this issue.

Case law is currently being developed regarding catalog copy and contracts with students.

May have many exceptions with students (seniors) trying to fit a minor program to courses they have already taken.

The minors legislation does not specifically indicate a time when the programs will start but does say the students may apply anytime after the student has completed the minor.

Many students have been trying to build minors into their study even without the formal programs.

Resolution:
The motion was made and seconded to allow students to begin a minors program immediately, including current seniors, approved with a vote of 8 approve and 2 opposed.

Progress Update – Engineering Communications: F. Wise, A&EP, chair of the Engineering Communication sub-committee presented a brief overview of what has transpired in the last several months. Currently all but the CS department is represented in the sub-committee. In determining the state of the technical writing in the college the sub-committee has discussed the following issues:

- Review of the writing-intensive courses
  - ChE432, AEP 264, MSE 443/4, MAE 427
- Discussions with departments
  - EE, ChE, CEE, MSE
- Writing-intensive co-op plan
- Petitions to substitute other courses for writing-intensive requirement

Development of new writing-intensive courses
- EE plan for technical communications – a new approach
  - communications distributed across courses
  - career-plan memo for advisor
  - outcomes-based (ABET) – portfolio
- ABEN 472
- TAM 492
- How to document provisionally – approved courses

Other issues
- Distribution of resources/burden of providing instruction
  - ORIE, CS, CEE students fill ECP courses
- Faculty perception of students’ communication abilities

Discussion:
- Much of these issues will be discussed in the sub-committee; discussion can take place in the future with the CCGB.
- There is a delicate balance for enrollment in Engineering Communications courses with not much leeway in numbers.
- The Engineering Communications courses are to be reviewed every three years.
- CS course enrollment is high partly due to the fact the admissions of CS students and the teaching of students from other departments.

Meeting adjourned at 9:00 am.