Agenda, April 23, 1999
CCGB Meeting

1. Approval of minutes from April 16, 1999
2. ABET Committee Representation (Hover)
3. ABET Update
4. Course Evaluation Task Force
5. CCGB legislation on minors
6. Undergraduate Announcements
7. Freshman Advisors, 3rd Edition

Pending Items for Final two Meetings

1. Discussion of “Approved Electives”
3. Student comments from the Student Experience Survey

CCGB Minutes
April 16, 1999


Absent: P. Clancy, T. Cookingham, D. Cox, B. East, F. Gouldin, J. Hopcroft, J. Jenkins, S. Youra

Ex-Officio: M. Fish, K. Hover, D. Maloney Hahn, F. Shumway

Others: Ron Pitt, Dede Rohrer

Approval of Minutes: The minutes of April 9, 1999 were approved as written.

Student Experience Survey R. Kay, handout attached. The purpose of this survey is to collect information from students on how they feel about the College of Engineering. The board agreed to reconstitute the student experience committee to examine these data along with the recent COFHE and WEPAN survey data.

Biomedical Engineering Minor: Richard Rand, (J. Jenkins representative) handout attached. T&AM proposed to have a minor in Biomedical Engineering. The purpose of this minor is to allow students in the College of Engineering to gain exposure to the breadth and depth of biomedical engineering offerings at Cornell and to obtain recognition for their interest and capability in this rapidly growing area. Students must select from five groups of listings (handout) with at least one course from each group. At least four of the six courses must be from outside the student’s major. Course EE430 (Lasers and Optical Electronics) was struck from the list. The issue of interdisciplinary minors was raised and the minors subcommittee agreed to examine this issue.

Resolution:
A motion was made to accept the minors proposal for the departmental faculty to review.
Mechanical Engineering Minor: F. Gouldin was on agenda but did not attend the meeting. Group discussed proposal and three issues need to be addressed. Credits need to be listed, overall GPA should be mentioned, and the word “both” needs to be clarified. Discussion: Ken Hover will send proposal electronically to members. Clarifications from Fred Gouldin can be addressed at next week’s meeting.

ASPAC: D. Shmoys, Revised proposal for Cum Laude Wording handout attached. Cum laude will be awarded to all engineering students with an overall GPA $\geq 3.50$. Cum laude will also be awarded to all engineering students who received a semester GPA $\geq 3.50$ in each of the last four semesters of attendance at Cornell; in each of these semesters, at least 12 letter graded credits must be taken with no failing, unsatisfactory, missing or incomplete grades. If the student is an Engineering Co-op student, then the Engineering Co-op Summer term will count as one of the last four. Students who were approved for pro-rated tuition in their final semester will be awarded cum laude if they received a semester GPA $\geq 3.50$ in their last semester and meet the conditions above in the prior four semesters. The change in the Cum Laude policy will become effective for the class graduating in May 2001. Resolution: Revised proposal unanimously approved.

Course Evaluation Task Force Update: Ken Hover, Associate Dean, The course evaluation task force has been meeting on weekly basis. A pilot experiment will be conducted with web-based evaluations.

Discussion of Approved Electives: David Shmoys, The discussion focused on Freshman Advisors approving Academic Excellence Workshops as “Approved Electives”. Members are asked to find out whether AEW’s are being routinely accepted as “Approved Electives” in their department. Michelle Fish will return with previous CCGB Legislation on the subject.

Freshman Advising Data: Ken Hover, Associate Dean, Handout, K. Hover distributed the 2nd edition of the Freshman Advising spreadsheet.

Meeting adjourned at 9:05 am