

**Executive Committee Minutes**  
**September 19, 2013 – 10:00 a.m.**  
**WCH 443**

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**Present:**

Akula Venkatram, Chair  
Reza Abbaschian  
Masaru Rao  
Hyle Park  
Chinya Ravishankar  
Mark Matsumoto  
Jianzhong Wu  
Sheldon Tan  
Guanshui Xu

**Also Present:**

Eilene Montoya  
Rod Smith  
Marek Chrobak

**Absent:**

**1. Call to Order – 10:05 a.m.**

**2. Approvals – June 12, 2013 minutes**

**3. Announcements**

A. Dean

- i. Welcomed all returning committee members and new Chair, Akula Venkatram.  
Thanked all members for their dedication and service.

B. Associate Deans

i. Ravishankar

- 1. The new (Fall) quarter is starting
- 2. Currently there are 585 new freshman of which 37 are international students. The quality of the students based on AIS scores is much better than in year's past. Engineering has the highest score on campus and is 100 points higher than CNAS students.
- 3. 75% of these students have already taken calculus or have enrolled in calculus which is a great asset being an engineering major. The cause for this higher math achievement is due to students coming from pools of students that were in AP courses or in the IB programs.
- 4. Campus is making a push for encouraging international undergraduate students.

ii. Matsumoto

- 1. BCOE is looking towards another exciting year for graduate education and research.
- 2. Currently there are 181 new graduate students of which 103 are PhD students.
- 3. Applications were up by 20% from previous year.
- 4. The quality of students is much better based on GRE scores being reported.

C. Chair

- i. No additional news from the Chair.

**4. Standard Business**

- A. Conflict of Interest Statement for BCOE was read aloud by Chair Venkatram and supported by the members unanimously.
- B. Neal Young, Vice Chair for 2012-13 stepped down as being Vice Chair as he is on sabbatical for Fall 2013 and also Spring 2014. In his place the department has appointed Marek Chrobak to represent Computer Science & Engineering for the Fall quarter. Neal Young will be returning for Winter 2014 as representative for Computer Science & Engineering.
- C. Jianzhong Wu was appointed to succeed Neal Young to serve as Vice Chair during the remainder of his term (ending June 2015)
- D. Student Representative – The members were presented with the one candidate, Natalie Berner, who submitted her CV. There were two students identified by Student Affairs after the initial call. Both students were solicited for their interest and only Ms. Berner replied and provided her CV and interest statement. The members were also polled to see if they had other students they would like to identify to be reviewed for the Student Representative position and none of the members had any further students they wanted to identify. They unanimously concurred to have Natalie Berner as the student representative for the 2013-14 year.
- E. Annual Report for 2012-13 was presented by Chairman Venkatram. After review of the report, it was returned for addition of the information regarding the student petition received at year's end and also the review of the CEN BS/MS program. After update was made, the committee unanimously concurred with the report to be forwarded to Senate.
- F. Winter 2013 Degree Report – was presented by Chairman Venkatram and was unanimously concurred by the members.
- G. Spring 2013 Degree Report – was presented by Chairman Venkatram and was unanimously concurred by the members.
- H. Course changes/additions/deletions
  - 1. CS 10 – approved change
  - 2. CS 12 – approved change
- I. Program Changes
  - 1. No programs were submitted for approval
- J. Catalog Changes - NONE

**5. Continued Business - None****6. New Items**

- a. A new meeting day/time had to be identified for the remainder of Fall 2013 meetings as the change in the representative from Computer Science , Marek Chrobak is teaching at this time. The new day/time identified will be Mondays from 3:30-5 p.m.

**7. Adjournment – 10:40 a.m.**