

**MINUTES  
EXECUTIVE COMMITTEE  
Bourns College of Engineering  
October 27, 2008, 1:30 P.M.  
A171 Bourns Hall**

**Attending:** Frank Vahid, Chair  
Bahman Anvari  
Dalia Eldessouky  
Christian Shelton  
Tom Stahovich  
Ertem Tuncel

Dean Reza Abbaschian, *ex officio*  
Associate Dean Mark Matsumoto, *ex officio*  
Associate Dean China Ravishankar, *ex officio*

Rod Smith

**Absent:** Gianfranco Ciardo  
Charles Wyman

**Approval of the Minutes**

The minutes for the meeting of October 1, 2008 were unanimously approved.

**Announcements**

**A. Dean**

**Reza Abbaschian**

- There will be a College Faculty meeting today. Chancellor White will be attending. Chair Vahid will open and present Executive Committee items, Dean Abbaschian will provide a presentation, Chancellor White will speak, and finally remarks.
- Another round of budget cuts will occur in January. The first round of cuts was not enough. Campus has talked about slowing down faculty hires. There is a hard freeze on staff hires. Strategic planning will occur over the next two days.

**B. Associate Deans**

**China Ravishankar**

- Title 5 funding (geared toward Hispanic students) has been given to BCOE and CNAS to enhance recruitment at local community and junior colleges. The money is to be used to increase education in the population and not for UCR specifically. Funds from Title 5 also are used for K-12 institutions and San Bernardino Alliance Education program.
- It is anticipated to hire someone who will be responsible for Title 5 on campus with some of the funding.

**Mark Matsumoto**

- Total incoming graduate students for this year were 140. This is slightly higher from last year at 138. Graduate funding for next year is still uncertain.

**C. Chair**

**Frank Vahid**

- No announcements

**Continued Business**

#### **A. Access to Teaching Evaluations; Teaching Evaluations online for Students**

- Chair Frank Vahid contacted David Fairris, Vice Provost for Undergraduate Education, regarding access to teaching evaluations. David Fairris mentioned that his office was reviewing it. Frank Vahid will follow up with David Fairris if the Executive Committee is still in favor of pursuing access to teaching evaluations.

Discussion was raised regarding whether access to the evaluations would be useful or not. It was mentioned that every student has the right to know this information. It was also mentioned that it is better for students to have access to the real data rather than from outside professor rating websites.

It was discussed it might be best to only provide the numerical data from the evaluations rather than the comments. Some Executive Committee members thought that the comments can be more effective than the numerical data whereas so committee members felt that the comments are not helpful at all.

Discussion also was raised that if approved, access to teaching evaluations could be decided at a department rather than college level.

The Executive Committee agreed that this issue is still worth looking into.

#### **B. Course Approval Deadlines and Process**

-The Registrar's Office was looking into the process of course approvals as well as pushing the course submission deadlines back from December to January. Chair Frank Vahid has asked for updates, but has received little information. Frank Vahid will continue to ask for updates on behalf of the Executive Committee.

#### **C. Mid-Quarter Grade Process**

-Rod Smith reported that preparation for mid terms is starting now. An email was sent to students. Another email was sent to the faculty informing them of the mid-quarter grade reporting process. A follow up email was sent to the instructors letting them know that grade reports are due next Friday.

Freshman students were called in to meet with their advisor to see how their quarter was going, and to discuss any concerns they might be having.

The Executive Committee discussed the information received from the mid-quarter grade reports will be used to properly advise students on a plan of action.

It was mentioned that the Mechanical Engineering Department has decided not to take part in mid-quarter grade reporting. The Mechanical Engineering Department discussed the issue and felt that grade reporting was not feasible. The Mechanical Engineering Department mentioned that the SAOs can look on iLearn if they want an update.

Teodor Pryzmusinski is currently serving as a member on the Academic Senate Committee on Academic Freedom. According to Teodor, mid-quarter grade reporting is a violation of academic freedom. Chair Frank Vahid will look into this further to find out why this is a violation of academic freedom and will gather examples from other campuses.

### **New Business**

#### **A. Engineering Student Tracking Data for EC**

- The Executive Committee will now receive a regular update on how students are doing.

Currently, retention rates are low. There are many reasons for this. One example is that some students are doing so poorly as Engineering majors that they are counseled to make an involuntary change to another major in another college.

The 4<sup>th</sup> year graduation rate for engineers is 13% and 30% for 6<sup>th</sup> year engineers. It was explained that availability of courses is a reason for prolonging graduation. It was also pointed out that the graduation rate at the campus level is 67% at 6 years.

It was mentioned that there is 10-20% dismissal rate in BCOE. Most of the students that leave an engineering major are due to changes in academic objectives.

Another issue for students is the difficulty of physics and math courses. It was suggested that students enrolled in ENGR 001 should be surveyed regarding the other courses they are enrolled in. This would be another way of finding out if the instruction of outside courses is pushing students out of engineering majors.

It was suggested that if students can survive the first two years then they will likely do okay. Faculty should encourage students to become involved in learning communities.

It was also discussed that enrollment management be taken into consideration. Should admission criteria be changed? If a student is not prepared, they should not be admitted to campus. Tom Stahovich has some enrollment management figures that he will share with the committee at the next meeting.

#### **B. Calculus (added to the agenda at meeting)**

- A majority of students have mentioned the difficulty they have had with MATH 9A. The Math Department Chair is protective of its instructors. Math has allocated sections of MATH 9A for engineering only, and has given positive feedback to renaming these courses to "Calculus for Engineers" but these courses cannot be offered until next fall.

Some possibilities mentioned were to have TA's from engineering. It was also mentioned that there should be uniformity across sections. Someone should overlook the instruction of the courses but math did not agree. They found this to be against academic freedom.

It was discussed that this matter has been difficult to deal with at an administrative level. It was suggested it might be better to let campus handle this, or to have the Executive Committee Chair begin discussions with the Math Department. It was decided that the Executive Committee Chair will meet with the Math Department and if a resolution cannot be met, the possibility of Engineering teaching their own versions will be explored.

**C. Graduate Level Technical Communications/Writing Course (akin to ENGR 180)**

-It has been suggested that a technical communications/writing course be developed for Computer Science graduate students. It was suggested to the Executive Committee members that they take this information to their departments in order to receive feedback if this is something they would be interested in doing as well.

**D. Textbook Matters**

- It was decided that a sub-committee will be formed to look into some of the issues regarding textbooks such as cost, changes in editions, and the possibility of textbook rentals and increasing copies on reserve in the library. It was decided that Frank Vahid, Ertem Tuncel, and Dalia Eldessouky will serve on the sub-committee.

**E. New Course – BIEN 115**

-BIEN 115 was returned to the department but approved contingent upon the inclusion of statement in the justification that this course is not similar to any other courses currently offered on campus.

**F. Course Changes- BIEN 130, 130L, 155, 175A**

-BIEN 130 and 130L were returned to the department but approved contingent upon changing the instructor from Matthew Barth to Bahman Anvari.

-Changes to BIEN 155 and BIEN 175A were reviewed and returned to the department for more information at the last meeting. BIEN 155 was returned with the recommendation that PHYS 40C be listed as one of the prerequisites for the course. BIEN 175A was returned with the recommendation that BIEN 135 be listed as one of the prerequisites for the course. The changes were made and the Executive Committee unanimously approved both BIEN 155 and BIEN 175A. The courses will be forward to the Committee on Courses for review.

**G. The next Executive Committee meeting will be held on Monday, November 24, 2008 at 1:30pm, Bourns Hall, Room A171.**

**The meeting was adjourned at 3:03 p.m.**