

**MINUTES**  
**EXECUTIVE COMMITTEE**  
**Bourns College of Engineering**  
**March 11, 2009, 1:00 P.M.**  
**A171 Bourns Hall**

**Attending:** Bahman Anvari  
Gianfranco Ciardo  
Christian Shelton  
Tom Stahovich  
Ertem Tuncel  
Charles Wyman

Dean Reza Abbaschian, *ex officio*  
Associate Dean Chinya Ravishankar, *ex officio*

Suzanne McCusker  
Rod Smith

**Absent:** Frank Vahid, Chair  
Dalia Eldessouky  
Associate Dean Mark Matsumoto, *ex officio*

**1. Call to Order**

**2. Approval of the Minutes**

The minutes for the meeting of February 4, 2009 were unanimously approved.

**3. Announcements**

**A. Dean**

**Reza Abbaschian**

- Attending a two day campus budget meeting. Scenarios will be discussed by a committee of 28 members.
- Things overall are going well in the college. Last year the faculty submitted 300 proposals. 202 awards were granted.

**B. Associate Deans**

**Chinya Ravishankar**

- Admission numbers for this year are looking good. The numbers are currently up 25% from last year. Final results in numbers should be at least as well, if not better.
- There are two groups of referrals of rejected applicants from other UC campuses. The numbers haven't been received for the late group.
- The Chancellor's Regent Reception went well. 60 students attended (a total of 155 including parents). The faculty turnout was also good.

**C. Chair**

- No announcements

**4. Engineering Students' Vital Statistics**

- Rod Smith prepared a summary regarding the number student advising concerns for the Fall 2008 quarter. The concerns listed were academic challenges (within the term), academic recovery process (prior term and/or cum gpa below 2.0), course registration, degree check, graduation, major change, readmission, UCR extension enrollment, withdrawal (course/term), and other. There were 1,350 advising visits during the Fall 2008 quarter. 90% of the BCOE student population was reached throughout the quarter. A list of common advising concerns was included in the summary along with

the total count for each concern and percentage. Rod also included in the summary the number of students in academic difficulty for the 2007-2008 academic year. Students classified as being in academic difficulty have a GPA below 2.0. 12-20% of BCOE undergraduate students were in academic difficulty. Freshman made up the largest amount of students in academic difficulty. The number of students in academic difficulty decreased by the spring 2008 quarter most likely due to rigorous activities and processes offered by the college in order to help students return to good standing.

## **5. New/Continued Business**

### **A. Changes to Bioengineering Major Requirements**

- The Bioengineering Department has created a new list of technical electives to be included in the Bioengineering major requirements. The new list of technical electives are courses offered by engineering only in order to meet ABET's numbers. The previous list included non-engineering courses that the majority of the students would take.

Discussion was raised regarding the substantial of overlap between STAT 155 and one of the proposed technical electives, EE 114. There was a motion to approve all the changes in the proposal with the exception of including EE 114 as a technical elective. The Executive Committee voted unanimously in favor. The Bioengineering Department will discuss whether they would like to keep EE 114 as a technical elective. If Bioengineering decides to omit EE 114 as a technical elective, the proposal will be forwarded to the Committee on Educational Policy for review.

### **B. Changes to Computer Engineering Major Requirements**

- It was proposed to add CS 100 as an upper-division requirement for both the Computer Engineering and Computer Science majors.

Discussion was raised regarding whether CS 141 should still be required if CS 100 will be required as well. The proposed changes to will tabled until the faculty can clarify.

### **C. Changes to Computer Science and Engineering Major Requirements**

- See Changes to Computer Engineering Major Requirements above.

### **D. Changes to Computer Science Minor Requirements**

- It was proposed to replace CS 141 with CS 100 in the list of core courses for the Computer Science minor. The Executive Committee voted unanimously in favor of the change. The proposal will be forward to the Committee on Educational Policy for review.

### **E. Changes to Business Informatics Program Committee**

- This agenda item was tabled due to lack of time.

### **F. Changes to Mechanical Engineering Major Requirements**

- Discussion was raised regarding the elimination of the ME 1A/1B/1C series and replacing it with ME 2. Since ME 2 would not be offered until the second quarter, it was suggested that Mechanical Engineering students would not have any contact or exposure to the major, the college and learning communities during their first quarter at UCR. It was explained that the Mechanical Engineering Department is satisfied with the first course being offered in the second quarter since most students felt the ME 1 series was not beneficial and would be a lot happier with ME 2. The Mechanical Engineering Department feels it would be advantageous to go right into the course material in ME 2 rather than stretch it out over three quarters in the ME 1 series. It was suggested that the Mechanical Engineering Department offer a one unit introduction course during the first quarter, but it was mentioned that there weren't enough resources to do so. No action was taken regarding the changes to the mechanical engineering major requirements.

### **G. Course Changes**

- The following course changes were unanimously approved by the Executive Committee and will be forwarded to the Committee on Courses for review:

CS 100, CS 130, CS 133, CS 152, CS 153, CS 160, CS 164, CS 166, CS 170, CS 177,  
CS 180, CS 181, CS 183.

ME 018, ME 133, and ME 175B were tabled due to lack of time.

### **H. New Courses**

- ME 002 was approved by the Executive Committee (5 in favor, 1 abstain). The course will be forward to the Committee on Courses for review.  
ME 003 and ME 176 were tabled due to lack of time.

**I. Faculty Voting Practices on Merit and Promotion Cases**

- This item was tabled due to lack of time.

**J. FERPA Rules and Writing Letters of Recommendation for Students**

- This item was tabled due to lack of time.

**K. Proposed Mid-Quarter Grades**

- This item was tabled due to lack of time.

**6. The meeting was adjourned at 2:51p.m.**