

**MINUTES**  
**EXECUTIVE COMMITTEE**  
**Bourns College of Engineering**  
**January 9, 2008, 9:30 A.M.**  
**A171 Bourns Hall**

**Attending:** Frank Vahid, Chair  
Bahman Anvari  
David Cocker  
Yingbo Hua  
Stefano Lonardi  
Tom Stahovich  
Ertem Tuncel  
Deep Shah

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

Suzanne McCusker  
Rod Smith

**Guests:** Alexander Balandin, Materials Science and Engineering Program Chair

**Absent:** Charles Wyman

**Approval of the Minutes**

The minutes for the meeting of November 28, 2007 were approved by acclamation.

**Announcements**

**A. Dean**

**Reza Abbaschian**

--The college faculty retreat will be held February 29<sup>th</sup> –March 2<sup>nd</sup>.

--A proposed Master's of Engineering is being modeled after the University of Connecticut. Master's students college-wide would take a set of core courses, and then would take courses in their area of specialization.

--Update on proposed Civil Engineering program- There will be a need for additional faculty lines for growth and for new ideas and programs. The highest needs are in Civil Engineering and Mechanical Engineering. The college will enlist the help of individuals from industry in completing the proposal.

--Working on online courses for part-time graduate students.

--Emphasized the need for faculty to respond to Senate regarding graduate student funding.

The Academic Senate Chair will send out funding reports, but all the statistics in the report are based on the old model. The way the old model works is Graduate Division manages the funding by giving the colleges central fellowship funding, but will hold some money back as a reserve. College of Engineering was the only college to show growth by using the new model of managing own funding. Faculty in other colleges might not respond favorably in regard to the new model without having a full understanding of how it works.

It was mentioned that in senate committee meetings, it is necessary to continue to mention "fairness" as the differences between models is a significant difference in the amount of funding received. Faculty need to respond to the graduate student funding issue by January 21st. It is important that the faculty in the college stay engaged in conversation. The Dean and the Chair of the Executive Committee will send an email to the faculty to provide background, knowledge, etc. on this topic.

## **B. Associate Deans**

### **Mark Matsumoto**

--The three BS/MS proposals have been submitted to Graduate Council for review. Graduate council has responded back with the request of clarification of several issues within the proposals. The Committee on Educational Policy was to meet and discuss the proposals today.

### **Chinya Ravishankar**

--Undergraduate applications are up fifteen percent in our college from last year. The campus is up eight percent. The number of applications received is up across all campuses.

--Rod Smith has returned from leave. The formal process of separating Li Guethlein has begun. A search will begin to fill the open position which will now be more involved in recruitment.

--Winter 2008 transfer enrollment is up compared to previous years. The college averages two to three transfer students admitted for the winter quarter and this year there are seven. It is planned that the college advertisement directed to junior and community colleges within the Inland Empire, Orange and LA counties will expand depending on whether the new staff recruitment position is filled.

## **C. Chair**

### **Frank Vahid**

-- No announcements

## **New and Continued Business**

### **A. M.S. and Ph.D. Degrees in Materials Science and Engineering**

-The Undergraduate proposal for the Materials Science and Engineering program was approved last year. Since last summer the program committee has been working on a campus-wide M.S. and Ph.D. program proposal. The interdepartmental MSE program committee consists of members from all BCoE departments plus Physics and Chemistry. There is substantial expertise in this field. It is anticipated that once the proposal is approved, the interdepartmental MSE program committee will be separated into two committees, one for undergraduate and the other for graduate. The committee members would consist of one member from each participating department.

The committee had a few questions for Alexander Balandin, Chair of the MSE program.

There was one question in regard to graduate fellowship funding. Prof. Balandin has been in contact with the Dean of Graduate Division who has agreed to develop a central fellowship dedicated to the MSE graduate program.

There was also a question regarding the representation on the committee and participating faculty. Prof. Balandin explained that there is representation from each BCoE department on this committee. Responsibility has been delegated to the MSE committee regarding inviting faculty based on areas of research and recommendation of the MSE committee. It was explained there are two types of participating faculty. There are faculty that are specifically hired for MSE program with a 50% MSE teaching load. These faculty members are affiliated with an academic department. The other type of participating faculty is those that just teach a specific course. The list of participating faculty will be updated annually or bi-annually. Faculty teaching the courses affiliated with the MSE program will be updated annually.

Although the participating faculty is campus-wide, Engineering is the home college for the program. There was concern that faculty from departments outside the college might outnumber Engineering faculty. Currently the ratio is four engineering faculty to one outside faculty member.

The ratio should remain similar.

The M.S. and Ph.D. MSE program proposal was unanimously approved by the Executive Committee. The proposal will be open to the college faculty for review and vote via email.

### **B. AP Credit and Breadth Requirements (Continued Business)**

-The campus determines the breadth requirements. IGETC can be used to satisfy breadth requirements from junior and community colleges, but CNAS and BCoE do not accept it because of the lack of math and science required for the IGETC.

There are thirty different AP exams. A large number of students receive AP credit, but are often disappointed to learn that some of the AP credit only awards elective credit, and not actual course credit. It was suggested that rather than awarding elective credit, credit be given for specific

courses. By paying close attention to these issues, and passing the information along to students, this can be used as an important recruitment tool.

It was argued that an AP score of 3, 4, or 5 is required in order to receive college credit. Nationally, a score of 3 is equivalent to a letter grade of a "C" for a college course. If course credit is given to a student that scored a 3 on an AP exam, they might not be prepared for the next college level course.

It was unanimously approved by the Executive Committee that all AP credit awarded as HMSS elective credit will now be awarded as actual course credit. Natural sciences and math courses will be evaluated later.

Discussion regarding this issue will continue at the next Executive Committee meeting.

**C. Approval of CS 030 (Continued Business)**

-At the last Executive Committee meeting, Tom Stahovich asked that this item be revisited by the committee in order to discuss what was actually approved. To his recollection, the committee suggested Mart Molle and Tom meet to discuss the overlap between CS 030 and the ME courses before the course was to be approved. The other committee members recall that the vote taken was to approve the course, with discussion to begin later. Tom brought this matter to the attention of the ME faculty. The response of the ME faculty was that they do not have a problem with the course, but are concerned with the overlap of the ME courses. The overlap with the ME courses was not mentioned in the proposal. The committee did not want ME to feel that the approval of the course went on over their heads, so it was asked what exactly ME would like to see happen now. Tom explained that the ME faculty did not propose a remedy, but just a concern.

From now on, it will be made clear when voting exactly what the motion is that is being made. Mart and Tom will stay in communication in regard to overlap.

**D. Changes to the Information Systems Major Requirements**

- BSAD 020A/B are being phased out and will not be offered after next year. The department would like to replace BSAD 020A/B with BUS 020 and add an additional upper-division Business Administration technical elective.

The Executive Committee unanimously approved the proposed changes to Information Systems major requirements. The proposal will be forwarded to the Committee on Educational Policy for review.

**E. Changes to the Computer Engineering Major Requirements**

- It is proposed that students have the option to take EE 114 or STAT 155 rather than just STAT 155. EE114 and STAT155 cover almost the same material. EE114 has more emphasis on engineering applications, and STAT155 covers topics on statistical inference. So both of them provide the training needed by Computer Engineering students, but each with a different focus. The Executive Committee unanimously approved the proposed changes to the Computer Engineering major requirements. The proposal will be forwarded to the Committee on Educational Policy for review.

**F. Course Approval Process: Deadlines and Possibility of EC as Final Approval Authority and of Graduate Course Review (Continued Business)**

-This item will be tabled for now and added to the next Executive Committee agenda. To update briefly, things are moving along. The Committee on Courses is understanding of our concerns.

**G. Website for Short-Term Housing (Continued Business)**

- This item will be tabled for now and added to the next Executive Committee agenda.

**H. Proposed Regulation 8- Classroom Disruption**

-This proposed campus regulation would leave the final decision of who is authorized to speak in a faculty member's classroom is at the discretion of the individual faculty member. The Executive Committee unanimously approved the proposed Regulation 8. The approval will be forwarded to the Academic Senate Committee Chair.

**I. Online Course Offerings**

- This item will be tabled for now and added to the next Executive Committee agenda.

**The meeting was adjourned at 11:10 a.m.**