

MINUTES
EXECUTIVE COMMITTEE
Bourns College of Engineering
January 29, 2007 12:30 P.M.
A171 Bourns Hall

Attending: Teodor Przymusinski, Chair
David Cocker
Yingbo Hua
Stefano Lonardi
Tom Stahovich

Dean Reza Abbaschian, *ex officio*
Associate Dean Mark Matsumoto, *ex officio*
Associate Dean Chinya Ravishankar, *ex officio*
Rod Smith

Guests: Jerome Schultz, Bioengineering Department
Alexander Balandin, Electrical Engineering Department
Roger Lake, Electrical Engineering Department

Absent: Christopher Salam
Ertem Tuncel
Charles Wyman

Approval of the Minutes

The minutes for the meeting of January 8, 2007 were approved by acclamation.

Announcements

A. Dean

Reza Abbaschian

--Graduate Council has responded with questions concerning BS/MS proposal. The College has responded and included examples from other UC's. The College should have a response from Graduate Council by the end of the week.
--Campus has given the Colleges the authority to manage their own graduate student recruitment.
--The faculty candidate evaluation form has been revised per suggestions from the last meeting. The revised evaluation form has been distributed to the search committee chairs.

B. Associate Deans

Chinya Ravishankar

--Li Guethlein is still out and is not scheduled to return until early March. In her absence, the average number of students per advisor is 400.
--Admissions will be announced February 1. The numbers are roughly the same as last year. COE is pushing to increase the admission of transfer students.

Mark Matsumoto

--Graduate student applications are up about 40%. Since the colleges are responsible for managing their own graduate student recruitment, COE is recruiting for a staff member to help coordinate the efforts.

C. Chair

Teodor Pryzmusinski

--Attendance to the Executive Committee meeting is extremely important. Please be sure to attend.

--Email exchanges were made with Marc Deshusses from Chemical and Environmental Engineering regarding the department name change. The decision made from the last meeting still stands. The Executive Committee will not add this issue to a meeting agenda until Chemical and Environmental Engineering and Bioengineering meet.

Action Items

1. Proposed Major in Materials Science and Engineering

--Alexander Balandin, Chair of the proposed major in Materials Science and Engineering, attended the meeting to present the proposed program to the executive committee members. Just before the meeting Dr. Balandin learned that since Materials Science is an interdepartmental program with no host department, all the departments in the college will need to vote on the proposal before the executive Committee could review and vote. Dr. Balandin took the time to go over the definition, motivation, and proposed curriculum of the proposed major. This proposal will be tabled until the next executive committee meeting once each of the departments in the college has reviewed and voted.

2. Proposed Regulation 7- Expected Progress for Undergraduate Students

--The Committee on Educational Policy has approved a new regulation that outlines the expected progress of undergraduate students. The proposed regulation explains that a full-time student is considered to be making expected progress if they pass 45 units each academic year, declare a major by 90 units, follow a program of study consistent with major requirements, and graduates when the degree requirements are completed. A full-time student is not considered to be making expected progress and becomes ineligible for continued registration if they do not pass at least 37 units each academic year or fails to meet the criteria of expected progress. Continued registration is left to the College's discretion for students who have a GPA in good standing but are not meeting the criteria for expected progress. This regulation has been implemented in order to improve the UCR conversion ratio. The Executive Committee approved the proposed Regulation 7. The Regulation will be sent to Advisory for endorsement.

3. Proposed New Rules for Declaring a Double Major

--Per discussion raised at previous executive committee meetings, the undergraduate education committee was charged to produce new rules for declaring a double major in BCOE. The proposed rules are as follows:

A student may declare a double major if he/she

- 1) has completed at least 90 units of coursework at UCR or of transferable coursework at a transfer institution, *of which at least 30 have been completed at UCR*,
- 2) has a GPA of 3.0 or higher *over the courses completed UCR, as well as over all courses applied towards the degree.*
- 3) submits a study plan showing that
 - a) the double major can be completed within applicable unit limits, and
 - b) the coursework for each major includes at least 24 units not applicable to the other major.

The double-major combination must not be forbidden by either program, and all requirements for both majors must be completed. The student must complete at least 45 units each calendar year after declaring the double major to maintain double-major status.

The Executive Committee approved to implement these rules. The Executive Committee has decided to not make this a regulation at this time.

4. Proposed Criteria for Undergraduate Research Course

-- Per discussion raised at previous executive committee meetings, the undergraduate education committee was also charged to produce new criteria for the undergraduate research course. The following criteria was proposed:

The student must submit a proposal, to be approved by the UG program advisor, through the supervising faculty member. The proposal must show that

(a) the effort involves an appropriate level of research, and a workload consistent with the proposed number of units, and

(b) there is a plan for monitoring research progress through the quarter.

The student must submit a final report at the end of the quarter to the supervising faculty member.

The Executive Committee approved adding the criteria to the undergraduate research course.

5. Proposed Changes to Electrical Engineering College/Major Requirements

--The Electrical Engineering department submitted proposed changes to the catalog text regarding major requirements in regard to issues raised by the ABET evaluator. The ABET evaluator was concerned that the previous catalog text allowed a student to graduate with as few as two EE technical electives. The ABET evaluator was also concerned that the previous catalog text allowed a student to graduate without depth in a specific EE area. The Electrical Engineering department revised the text to address and clarify both issues. The Executive Committee requested that a statement be added that explains the increased technical electives ensure depth in one area of electrical engineering. The Executive Committee approved the proposed changes contingent upon the suggested revisions.

6. Proposed Changes to the Chemical Engineering & Environmental Engineering Program Objectives

The program objectives listed in the catalog for Chemical Engineering and Environmental Engineering have been revised by the recommendation of ABET. The proposed revisions were approved by the Executive Committee contingent upon grammatical changes are made to the proposal.

8. Courses

The following courses were approved and forward to the Committee on Courses for review:

BIEN 10 (contingent upon changing the course title to "Overview in Bioengineering")
ENGR 1
ENGR 2
ENGR 101
ENGR 102
HNPG 10

The following course was returned to the department:

EE 114--returned to the department until the conflict with STAT 155 is resolved.

EE 114 effects EE 150. EE 150 is tabled until EE 114 is approved.

The following courses have been tabled. These courses are related to the proposed MSE program and should be reviewed simultaneously:

EE 139
MSE 1
MSE 160
MSE 175A
MSE 175B

The meeting was adjourned at 2:40 p.m.