

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

Attending: Teodor Przymusinski, Chair
David Cocker
Yingbo Hua
Stefano Lonardi
Tom Stahovich
Ertem Tuncel
Charles Wyman

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

Absent: Christopher Salam

Approval of the Minutes

The minutes for the meeting of January 29, 2007 were approved by acclamation.

Announcements

A. Dean

Reza Abbaschian

--On May 15-16, the College will be hosting TechHorizons. On March 22, the Campus will host The Trade & Technology Conference. Emails will be going out regarding both events.

B. Associate Deans

Mark Matsumoto

--Graduate student applications are up about 50% from last year. 200 applications were received for admission. The target is 120 graduate students.

Chinya Ravishankar

--Undergraduate admission numbers are currently the same as last year. This year, GPA eligibility standards were raised which is causing concern that the numbers might be low. Due to this increased GPA requirement, it is possible students will have more university options. The campus will be aggressive to solicit students not admitted to other UC campuses. The College has created mailer to solicit RCC transfer students. It is the hope of the College to send this mailer to other community colleges and junior colleges to increase transfer student admissions.
--Li is still out on FMLA and will not return until May.

C. Chair

Teodor Przymusinski

--No Announcements

Action Items

1. Proposed Major in Materials Science and Engineering

--Alexander Balandin, Chair of the proposed undergraduate program in Materials Science and Engineering, attended the January 29th Executive Committee meeting to present the proposed program to the committee members and answer any questions. The proposal has been finalized, and was ready for Executive Committee's review. Dr. Balandin was present at the meeting to address any other questions the Executive Committee might have regarding the program, or the proposed new/changed courses affiliated with it.

The Executive Committee unanimously approved the proposal for an undergraduate program in Materials Science and Engineering. The proposal will be forwarded to the COE faculty for review and approval before it is sent to the Committee on Educational Policy.

2. MSE Courses

--The following courses related to the Proposed MSE undergraduate program were unanimously approved by the Executive Committee and will be forwarded to Committee on Courses for review:

EE139	MSE 161
MSE 1	MSE 175A
MSE 160	MSE 175B

3. Proposed Department Name Change From Chemical and Environmental Engineering, to Biomolecular, Chemical and Environmental Engineering

--At the January 8th Executive Committee meeting, the committee reviewed a proposal from the department of Chemical and Environmental Engineering requesting that the department's name be changed to Biomolecular, Chemical and Environmental Engineering. The Executive Committee tabled the request until the Chemical and Environmental Engineering department meets with the Bioengineering department to discuss the impacts of the name change.

Since that meeting, Bioengineering forwarded a series of questions to the Chemical and Environmental Engineering department. The Chemical and Environmental Engineering department answered the questions. The Bioengineering department responded in a memo that they would still like the issue tabled so that the college as a whole could work together to incorporate a biological component into all departments throughout COE which would help to achieve greater national prominence.

The Chemical and Environmental Engineering department wanted to continue moving forward with the name change because approximately half of the department conducts biomolecular research. The Chemical and Environmental Engineering department stated there is no plan to change the direction of the department, but to reflect what the department already has been doing.

The issue was opened for discussion among the Executive Committee members. The Executive Committee voted to reject the name change until the two departments can come to a conclusion that will satisfy both departments. Rejecting the name change now will also give Bioengineering as a new department a chance to grow without any hindrances. Out of eight eligible voting Executive Committee members present, five were in favor, two were opposed, and one abstained to reject the name change proposal at this time.

4. Faculty Research Excellence Recognition Dinner

-- The Office of the Vice Chancellor for Research has asked the College to provide criteria for selecting five members from BCOE who will be invited at a Faculty Research Excellence Recognition Dinner to be held sometime possibly in May. The Executive Committee discussed how the criteria should be determined in selecting the individuals to attend the recognition dinner. The Executive Committee decided that a sub committee chaired by Mark Matsumoto, will determine the criteria for selecting the five individuals to attend the recognition dinner.

5. Course Proposal Deadlines

--The Department of Computer Science and Engineering has asked the Executive Committee to take part in encouraging the proper campus committees to relax the current course proposal deadlines. The faculty of Computer Science and Engineering would like the deadline reconsidered as it seems out of synch with the faculty academic cycle. The faculty of the Computer Science and Engineering department suggested that a later deadline would help the faculty to keep the curriculum modern. The Executive Committee also expressed some concern that the overall course proposal process is extremely time consuming and overly micromanaged. Some of the Executive Committee members felt there should be a simplification of the whole procedure.

The Executive Committee decided that there are two ways to go about this:

- Send a memo to Committee on Courses
- Go through the Advisory Committee soliciting support from the other Colleges.

The Executive Committee Chair will contact the Chair of the Academic Senate to inquire what would be the best way to go about this issue. If a memo will be sent to the Committee on Courses, the Executive Committee Chair will prepare the memo and circulate to the Executive Committee members.

6. Courses

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

CEE 10
CEE 11
CEE 158
EE 150

The following courses have been tabled until the next meeting when the department representatives are in attendance to provide information:

CHE 105
CHE 131
CHE 161
EE 138

7. Proposed Executive Committee Meeting Schedule for the Spring 2007 Quarter The Executive Committee will meet on the following dates:

April 3, 2007
May 1, 2007
May 29, 2007

All meetings will be held at 11:30am in Bourns Hall, Room A171.

Old Business

The proposed catalog changes for Electrical Engineering and Chemical and Environmental Engineering that were reviewed at the last Executive Committee meeting were returned to the department in order for minor changes to be made. The proposals were approved contingent upon the changes made. The correct versions were presented at the meeting and will be forwarded to the Committee on Educational Policy for review.

The meeting was adjourned at 2:15 p.m.