

ECE Curriculum Committee Meeting

Thursday, April 27th, 2023

Attending: Arabshahi , Chen, Hussein, Hwang, Makhsous, Mizell, Overly, Suresh, Swanson, Thomas, Van Fossen, Wilson

Agenda:

1. Discussion and Review of Course Coordinators (Chen)
2. Research Credits Approval Process (Advising)

Discussion and Review of Course Coordinators (Chen)

(See [Slides](#))

In preparation for the 2025-2026 ABET accreditation review, Master Course Descriptions (MCDs) will need to be reviewed and updated. For this process, Chen asked the committee for help in examining who the course coordinators are for the courses, and whether some courses need to be reassigned to a different faculty member.

- Many listed course coordinators have retired, are on leave, or have left the department.
- Chen alerted the committee members that he would be sending out a list to the group chairs and asked them to review the list of their courses with other faculty in their groups and update the course coordinators for those courses where needed.
- This will also be a good time to see which courses have not been offered in a while and may be reviewed for retirement.

Discussion completed

Research Credits Approval Process (Advising)

Thomas brought to the committee a concern raised by the Office of the University Registrar relating to research credits and what it termed “Ghost Credits.” The concern is that students are sometimes signing up for research, sometimes without approval of the faculty sponsor, and receiving credits for work that may not have much pedagogical value or require the time and level of work appropriate for the number of credits received. The OUR recommended units review their processes for providing approval for research, and work to ensure the approved credits are vetted well.

- Thomas stated that the university would like documentation for approved credits with clear expectations.
- Arabshahi agreed it would be good to have a process in place and wondered if it wouldn't be too difficult to have faculty write a paragraph describing expectations.
- Makhsous agreed with Arabshahi that faculty could be required to write a few sentences on an approval form.

Resolution: Advising will reach out to other departments for information on their processes. Arabshahi will then work on getting information to faculty about OUR's concern, and then will open a discussion with faculty on a potential policy, using EcoCAR EE 499 request proposals submitted to Bruce Darling as an example.

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