

ECE Undergraduate Core Courses Committee Meeting

Thursday, October 11th, 2023

Attending: Arabshahi , Chen, Hameed, Makhsous, Overly, Shepard, Swanson, Wilson (Chair)

Agenda:

1. Transition from Group to Committee
2. Introduction of committee members
3. Discussion of committee's scope
4. Core Course Coordinators
5. 2024-2025 Teaching Assignment Process
6. Set agenda for next meeting

Presented Documents:

- Wilson Meeting Slides

Transition from Group to Committee

Originally created a "group" to examine and monitor the ECE undergraduate core curriculum, and to then advise the ECE Curriculum Committee on proposed actions, the department chair Klavins's mandate for a change of structure for management of the ECE curriculum created three separate curriculum committees: the Undergraduate Core Courses Committee, the Undergraduate Elective Courses Committee, and the Graduate Programs Committee. The previous Core Courses Group has now been converted to the Undergraduate Core Courses Committee, with its own decision-making authority.

- The Undergraduate Core Courses Committee (UCCC) will meet with course coordinators and instructors of core courses each year, and on an as-needed basis for review and proposed changes to the core courses.

Introductions of Committee Members

Members of the committee were introduced:

- Denise Wilson, Professor, Committee Chair
- Payman Arabshahi, Associate Professor, Associate Chair for Education
- Mahmood Hameed, Assistant Teaching Professor
- Sep Makhsous, Assistant Teaching Professor
- Tai Chen, Teaching Professor, ABET Coordinator
- Jackson Shephard, ECE Undergraduate Student
- Chris Overly, ECE Curriculum Manager
- Lauren Van Fossen, Lead Undergraduate Advisor (not attending)

Discussion of Committee's Scope

Courses under the committee's purview:

- Main core courses for both the BSEE and BSECE degree programs:
 - EE 201, EE 215, EE 233, EE 241/242, EE 271, EE 280
- Other required courses for both the BSEE and BSECE degree programs:
 - EE 393 (Adv. Technical Communication)
 - EE 398 (Professional Issues)

ECE Undergraduate Core Courses Committee Meeting

Thursday, October 11th, 2023

- Special Topics Courses:
 - EE 299, EE 399, EE 400
- Research Courses:
 - EE 490, EE 499

2024-2025 Teaching Assignment Process

While not wholly under the purview of the UCCC, the committee discussed a process for the assignment of teaching schedules for the 2024-2025 academic year. With the teaching schedule under the responsibility of the Associate Chair for Education, who is also a member of this committee, discussion of the teaching assignment process in this committee is appropriate.

- Late October – Try to determine which quarters faculty will be teaching for PMP
- Late October – Consider assignments for core courses
- Late October/ Early November – Assign core courses, and finalize list of faculty PMP schedules
 - PMP schedule does not need to include specific courses, but just what quarters faculty will be assigned to PMP
- Early November – Once core is assigned, group chairs to be contacted for elective and grad course assignments
- Unanswered: What is the deadline for group chairs to provide elective and grad course assignments?

Motion to table discussion of teaching assignments until later meeting: Approved

Topics for Next Meeting:

- EE 280 Modifications
- EE 393 and the ECE Writing Requirement
 - Current status, challenges, next steps
 - Can the department find a faculty member to “champion” writing in the curriculum?

Topics raised for future meetings:

- Chen discussed the need to examine the content overlap in EE 280 and EE 331
- Chen also raised the need to return to discussions regarding splitting EE 215 into ECE and Non-Major sections