

# ECE Undergraduate Electives Committee Meeting

## Wednesday, November 1st, 2023

**Attending:** Arabshahi , Gadre, Lister, Overly, Thomas

**Agenda:**

1. Discussion of Role of Committee and Processes

**Discussion of Role of Committee and Processes**

With the restructuring of the ECE Curriculum Committee into 3 separate committees, the newly formed ECE Undergraduate Elective Courses Committee is meeting for the first time in its official capacity. Overly presented an overview of the change to the committee structure. This meeting is purely an introductory meeting.

- Committee's purpose is to oversee the elective courses in the curriculum, promote the evolution and creation of courses to foster a strong, dynamic and engaging elective curriculum for our students, and work in coordination with the ECE Undergraduate Core Courses Committee (UCCC) to ensure a cohesive set of courses for the undergraduate programs.
- Gadre asked if the committee would allow for more student and faculty interest in courses the department can offer.
  - Overly described the intention of the new degree in providing flexibility for both students and faculty, and that creation and change of courses along the lines of interest was in line with the goal of the new degree program.
- Thomas stressed the need for more elective courses for winter quarters to help students have offerings available that will allow them to stay on track of their time to graduation, and find courses of interest for the quarter.
- Overly went over the process for reviewing course proposals.
  - Faculty will provide the Curriculum Manager with a draft MCD for the course, as well as a justification for the change and any other pertinent information.
  - The Curriculum Manager will send all information to the members of the committee at least 3 days prior to the meeting for members to review by the time it meets.
  - These items are added to the "Consent Agenda" for the meeting and voted on at the start of the meeting for approval. Any member can ask that a vote be postponed and the item opened for discussion. If time allows, the committee can discuss, and then vote. If any member feels further information is needed, the item will be tables and the faulty proposing the course asked to either attend a meeting to answer questions, or provide further information the committee requests.