

ECE Undergraduate Electives Committee Meeting

Friday, November 15th, 2024

Attending: Arabshahi, Dela Cruz, Gadre, Hameed, Makhsous, Overly, Shepard, Swanson, Thomas

Minutes of November 1st, 2024: Approved

Agenda:

1. Discussion of potential revisions to the ECE Continuous Improvement Policy (CIP)

Discussion of potential revisions to the ECE Continuous Improvement Policy (CIP)

With the upcoming ABET accreditation visit coming in 2025, Overly asked the committee for feedback on ways the current Continuous Improvement Process (CIP) might be improved.

- Overly provided an overview of the current CIP which was approved in 2019
- Overly discussed the change in committee structure that might impact the process
- Suggestion that Engineering Teaching & Learning (ET&L) surveys and Faculty Peer Teaching reviews be included in the CIP review process
- The committee also engaged in a wide-ranging discussion of possible improvements to the program review processes not directly relating to the specific CIP document for ABET
 - Overly stated his opinion that past committee work has focused primarily on courses rather than programing as a whole
 - Swanson asked if there were processes in place to review prerequisite chains and the topic coverage required for upper-level courses
 - Arabshahi discussed the possibility of a database for tracking use of prerequisite topics
 - Other suggestions for ways to improve the program review process included:
 - Instructor improvement processes
 - Regular reviews by course coordinators of individual courses
- **Overly will draft a revised CIP for approval by committee at a subsequent meeting**