

**School of Engineering and Technology  
ME Committee Meeting Minutes**

**October 19, 2021  
Virtual Zoom  
10:00 am – 11:00 am**

**Attendees:** Heather Dillon, Zhiquan Shu, Seung-Jin Lee, Hee-Seok Kim, Matthew Ford, Emese Hadnagy (CE Chair)

**Non-voting members:** Raj Katti, Adnrew Fry, Troy Dunmire , Kira King, David Ross, Beth Jeffrey, Gabi Crosby,

**Sabbatical:** Mark Pagano

**Absent:**

**Meeting Minutes**

1. Civil course overlap with fluids (Emese)

Emese mentioned that there is an overlap between the two programs (ME and CE) and that we could add the engineering economics courses as well. In CE we would like to add hydraulics, at least an introductory course, as well fluids and geotechnical due to the short time frame at this time. Seattle has two different courses for fluids, it's a separate course in civil and mechanical engineering guide, and then to detailed research on the topics, but they have two different codes. We need to see what works best for our programs. Even if we end up having separate codes CE and ME, we still can make it work to teach each other's courses, if needs to be.

Heather: suggested to offer the course in the fall, not enough classes to take in the fall or already taken thermos at TCC or solid works.

Emese: we plan to remove the lab because the next day students need to take hydraulic engineering and hydrology which is essentially the water resources. It makes more sense to have one water lab. Lot of lab work is combined both pressure by flow and open channel flow and some of that are important experiments.

3. Update on lab access (Troy)

First lab completed, the other lab constructions will be done by the end of this week. Keycard access and elevators will be active after we take full occupancy of the lab spaces.

4. ABET (Heather)

A reminder for all teaching this fall, that course assessments for every single class that's be offered this fall. A draft course assessment is the in the ABET folder on the share drive.

8. Pre-req adjustments for the major, particularly circuits (advisors)

David: we need to decide what's important for admissions to the major. What do students need in terms of skills coming into the major and if those are important? We need to continue to

enforce them as entry requirements and if not, then we just need to make them degree requirements, instead of admission requirements. On the other hand, if there is a prerequisite to a class starting out in the major, we probably need to keep as an admission requirement because of the transfer students who will have registration issues because the transfer credits haven't been entered yet. By making those program admissions requirements, advisors will know that transfer students completed the prerequisites without being attached to the registration system.

Kira: another option would be, create a different major code for direct admits It's still a pre-major code so they're not eligible to take upper division classes. Once you been admitted into the upper division major. They still have to do all the lower division requirements so they don't run into the same registration issues that David was talking about. And they're entirely separate major codes in the system, so all of the upper division coursework is restricted to mechanical engineering upper division students only. I would be a simple major code change (per email to the registrar office) in the registrar system once they've completed the prerequisites. A faculty vote is needed because it's a program change, paperwork needs to be submitted to update the major accordingly.

**Vote – To Remove Programmatic Prerequisites for fall – courses: TME 310, TME 315, TME 320, and TME 331**

Moved: Matthew Ford

Second: Zhiquan (Andy) Shu

Approved: 5

Opposed: 0

Abstained: 0