

Fenn College Graduate Affairs Committee Meeting Minutes

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September 08, 2009
12:00 M
ME Conference Room

Present: Hanz Richter (ME), Daniel Simon (ECE), Joanne Belovich (CHE), Ken Keys (IME), Mark Tumeo (CVE), Orhan Talu (non-voting, Dean's office and DRE director)

1 New members

It is noted that Dr. Gatica reached the service limits and was replaced by Dr. Joanne Belovich as CHE representative beginning Fall 2009. Dr. Khan was replaced by Dr. Mark Tumeo following CVE department decision.

2 Petitions

1. Amit Aurora: His petition for late withdrawal was unanimously approved.
2. Scott Wilson: His petition for discontinuous enrollment was unanimously approved. The petition will be forwarded to the Graduate College. The GAC saw that an extension of the 6-year limit until Spring 2010 will be necessary and recommended it.

3 Amendments to College By-Laws on GAC Membership

This item has been removed from discussion after Dr. Gatica withdrew his motion for the by-law change.

4 Election of GAC chair for 2009-2010

Dr. Richter was re-elected as GAC chair for the 2009-2010 year by unanimous vote.

5 Master of Science in Computer Engineering

Dr. Simon mentioned that the program development plan is not yet complete. Discussion was postponed until the ECE department produces the final version of the plan.

6 Follow-up on DRE assessment

Dr. Talu mentioned that a new set of program goals, corresponding metrics and methods of assessment must be prepared. He proposed that the GAC hold a special, separate meeting to finalize the issue. Dr. Richter agreed to call for a special meeting early in the Fall semester.

7 Grading options for unfinished thesis/dissertation

Dr. Simon explained that personal circumstances sometimes prevent a student from completing the thesis or dissertation after having been making good progress. In such cases, X and I grades are not adequate, since they will eventually change to F, hurting the student's GPA and his/her possibilities of later admission to another degree program. He recommended that the NS option be available for thesis and dissertation. The NS grade stands for "non-satisfactory" and does not participate in the computation of the GPA. Dr. Simon proceeded to explain that there is no grading scheme (code) which contains NS in addition to the usual F, I, S, T and X, all of which are desirable for evaluating thesis and dissertation performance. His recommendation was that a new code be introduced which is the same as the existing M, with the addition of NS.

Dr. Talu and Dr. Belovich countered that CHE faculty have the ability to request any code for thesis/dissertation, including codes which contain letter-scale grades (for example code E). This is possible after an internal decision in the CHE department. They suggested that Electrical Engineering could adopt similar measures to fit their needs. After some discussion, it was agreed that a new code should be created containing F, I, S, T, X and NS and that all thesis/dissertation hours should be graded uniformly across the college by using this code. Individual GAC members will consult their departments on whether this grading requirement should be put as a motion for approval by the GAC, the Fenn College and the Graduate College.

8 ME/IE GAC representation post-merger

Since the IE department has merged into the ME department, only one representative to the GAC should exist. By mutual agreement, Dr. Keys and Dr. Richter decided that Dr. Richter continue to serve as ME program director and GAC representative. Since Dr. Richter is not very familiar with the former IE graduate program and its history, it was suggested that Dr. Keys attend the GAC meetings without the right to vote. It was noted that any faculty member is in principle allowed to attend the meetings.

9 Nomination/election of new GAC student members

Jim Strieter is not a member of the GAC due to full-time employment outside the university. Christopher Huhnke was re-elected as student member for 2009-2010. Nominations were requested to elect a new student member.