Masters of Engineering Graduate Program Committee -

Minutes of Meeting 1: Nov 2, 2007 3:00 pm Rm 2643 EH

Present: Bank, Blanchard, Cramer, Rutland, Pferdehirt

Agenda

Meeting called to order at 3:00 PM by Cramer

1. Charge to the committee – Cramer

   - Cramer reviewed the charge as shown below, term of service and committee requirements as shown below. Agreed that this committee plan will be taken to CoE APC for affirmation/revision.


   - Discussed expectations of the committee – review programs, establish criteria for new programs, sunset ineffective programs

2. UW System Joint Review – Cramer

   - Response requested Nov. 15

   - Reviewed the background and request from the Provost for response to 6 questions posed in the suspended review from 2005. Discussed possible courses of action and timing of “resumed” program review.

   - Agreed on the following actions

     1. Committee will review draft Principles Guiding Review of Proposed Degree Programs to be Delivered via Distance Education by the College of Engineering for next meeting.
     2. Cramer to draft “current status” response to the six questions to send to Provost within next couple of weeks after committee review/revision.
     3. Blanchard to draft letter for committee review/revision to send to coordinator of each of the 5 current degree programs requesting a status report.
     4. Pferdehirt to send out copy of 2005 review report
     5. Cramer to seek APC approval of committee charge and operating procedure.
     6. Blanchard to send out agenda for next meeting
3. Other business

- No other business
- Meeting adjourned at 4:20 PM

Masters of Engineering Graduate Program Committee -

Charge: To oversee the creation and management of CoE Master of Engineering programs and to actively ensure quality within and across all Master of Engineering offerings.

Term of service: 3 years – Keep initial committee intact for first two years and then begin a phased turn over membership. Existing committee to propose a slate of nominees with new members to be solicited by the Dean’s office.

Committee to meet more than once per year but otherwise as needed.

Committee to provide a report activities and degree program status to the Dean of Engineering by May 30 of each year. This report will be shared with APC the following Fall.

Larry Bank
Jake Blanchard, Chair
Wayne P. Pferdehirt
Chris Rutland
Barry Van Veen
Steve Cramer (ex officio)