**Executive Committee Minutes**
**December 12, 2017 – Noon**
**Winston Chung Hall - 443**

**Attendees**
Tom Stahovich, Chair
Vagelis Hristidis, Member at Large
Dimitrios Morikis, BIEN
Lorenzo Mangolini, ME
Xin Ge, CEE
Amit Roy Chowdhury, ECE
Sharon Walker, Interim Dean, Ex Officio
Marko Princevac, Interim Associate Dean, Ex Officio
Chinya Ravishankar, Associate Dean, Ex Officio

**Others Present**
Terri Phonharath, Student Advisor
Eilene Montoya, Staff Liaison
Mart Molle for Philip Brisk

**Absent**
Philip Brisk, CSE

**Call to Order – 12:12 pm**

- Minutes from November 14, 2017 **– clarification was made by Chair Stahovich on the minutes and minutes were updated. Minutes were approved (motioned by Sharon, 2nd by Marko, Ravi abstained**

2. **Announcements**
   - Chair
     - Executive Council met yesterday. Provost Larive attended the session. A course scheduling testing on Banner was conducted and it seems that the process does work. It allows for us to explore how we schedule courses but there was a concern that overload may occur or optimization may not be at its best due to over load
     - Stem Academy – Chancellor has agreed to allow space on campus for the STEM high school here on campus. Senate would like to be a part of the process. Per Dean Walker, the Ag Ops property that was proposed has now been removed due to possible exposure to research chemicals and other concerns. The property now being looked at is the intermural fields off Watkins.
     - Dean's Search had its meeting and progress report. Next meeting is mid-January when the committee will pick the short list for airport interviews. Those airport interviews should be mid-February, early March. There are a few completed applications and also have a pool of prospects. I&M has been working on getting those prospects to submit their applications. The search committee is also active in helping to recruit prospects. Lorenzo asked what would happen if we don't find someone again? Per Tom, the search would continue until a suitable candidate is found.

- Dean
    - Chemical Exposure incident – ECE ugrad student shadowing a ECE grad student and was exposed to hydrochloric acid. The student was taken to the emergency room and the treatment there was not handled well. This incident raised a lot of awareness for the campus overall of how things were handled well versus what was lacking in the follow through/up. The student will be fine but changes needed to happen. Sharon has asked the LSOs to step up and make sure appropriate training occurs.
    - Per Tom, each lab should have a first aid kit yet such an expense cannot be charged to grant funds. Sharon will ask the LSOs to address this with Chairs to make sure this is address
    - MRB1 assignments have been shared and BCOE received a well amount of space.
- Associate Deans –
    - Ravishankar – Grad – recruiting is in full swing. Deadline is January 5th for those seeking funding. All domestic student applications ($80) will be covered and has been communicated to current seniors that are domestic. Fellowship $$ is less than last year.
    - Princevac – Ugrad – CNAS and SOBA also had the same concern regarding making gender studies extending time to graduation

3. **Course changes/additions/deletions –**
    - BIEN 136 (change - F18) – has not been discussed at dept level per Dimitrios so return to dept for further discussion.
    - CS 179J (change - F18) – per Tom, the justification does not match. It should note the removal of CS122A because the necessary content in CS122A is now covered in CS120B. Due to the changes in CS122A & 122B the prereq for this class is now met with CS 120B. Committee has agreed to approve once these changes are made.
    - EE 142 (new - F18) – Amit describe course and its contents as this is a new course. Course needs to make sure to be clear that there is overlap of topics in this course may have overlap with other existing courses. Committee has agreed to approve once these changes are made.
    - EE 152 (change - U18) – main change is the prereq per Amit - approved
    - ENGR001(E-Z) (change - F18) – making this consistent with current programming - approved
    - ENGR002(E-Z) (delete) – Ravi provided history of the course. Committee would like to recommend to keep this course as even the Provost is supportive of Sophomore mentoring to help students remain within their major. **Abstained Amit & Vagelis**
    - ENGR 001 (change - F18) – approved for name change
    - ENGR 002 (delete) – approved for reject the deletion; **abstained marko vagelis amit**
    - ENGR 010 (change - F18) – meant for Humanities students as an elective
    - ENGR101(E-Z) (change - F18 ) -
    - ENGR102(E-Z) (delete) approved for reject the deletion; **abstained marko vagelis amit**

- ME 001A (delete) – approved
- ME 001B (delete) - approved
- ME 001C (delete) - approved
- ME 134 (new - F18) – ME faculty finally discussed it and approval was obtained. This is a cross listed course with MSE 134. This is updated but says not cross-listed but it mentions it in justification – the committee approves this but cross listing needs to be removed and then once approved needs to be resubmitted along with MSE cross listed course with the updated notations for cross list and final approval can be made
- MSE 136 (change - F18) – tabled until BIEN 136 is approved; also check with Ashok for actual meeting
- BIEN 275 (new - F18) – per Dimitrios has been discussed at dept but no official vote – being taught by Xiaoping -
- BIEN 276(new - F18) ) – per Dimitrios has been discussed at dept but no official vote – being taught by Xiaoping -
- CEE 200 (change - F18) – tabled for next meeting
- CEE 202 (change - F18) – tabled for next meeting
- CEE 204 (change - F18) – tabled for next meeting
- CEE 211 (new - F18) – tabled for next meeting
- CEE 222 (new - F18) – tabled for next meeting
- CEE 224 (new - F18) – tabled for next meeting
- CEE 235 (new - F18) – tabled for next meeting
- CEE 240 (new - F18) – tabled for next meeting
- CEE 248 (new - F18) – tabled for next meeting
- CS 254 (new - F18) – tabled for next meeting
- EE 206 (change - F18) – tabled for next meeting
- EE 208 (change - F18) – tabled for next meeting
- ME 266 (change - F18) – tabled for next meeting
- ME 272 (change - F18) – tabled for next meeting
- ME 279 (new - F18) – tabled for next meeting
- MSE 225B (change - F18) – tabled for next meeting
- MSE 227A (change - F18) – tabled for next meeting
- MSE 229 (new - F18) – tabled for next meeting
- MSE 233A (new - F18) – tabled for next meeting
- MSE 233B (new - F18) – tabled for next meeting
- MSE 239A (new - F18) – tabled for next meeting
- MSE 239B (new - F18) – tabled for next meeting
- MSE 239C (new - F18) – tabled for next meeting
- MSE 248A (change - F18) – tabled for next meeting
- MSE 248B (change - F18) – tabled for next meeting

4. **Program Changes**
    - Mechanical Engineering – approved with change
    - Materials Science – return for clarifications
5. **Reports to Senate**
6. **Campus Review**
    - Regulation Review Proposed Regulation Change to GR1.6 from Graduate Council (**due December 20**) – respond with the committee discussed and supports this
    - Report Review Sustainability Ad Hoc (**due January 5**) – Amit to email Tom and Tom to prepare a brief response
    - Appendix Review Revisions to UCR Appendix 7 (**due January 12**) – Sharon to prepare a draft and send to Tom
    - Consultation: Cluster Hiring Initiative: Status and Future Plans (**due January 19**) – timeline is important as well as allocation; we should advocate for a reasonable timeline. Tom to prepare response
    - (Revised) Pilot Program for Globalizing Undergraduate Students' Learning Experience *(due February 5)*

7. **System-wide Items for Review**
    - Proposed Policy: *Proposed Presidential Policy on Open Access for Theses and Dissertations* *(due February 5)*
8. **New Topics/Items**
    - **January Meeting date - January 30**

**Meeting adjourned 1:56 pm**