

**Minutes of the Meeting of the
Undergraduate Committee
Electrical and Computer Engineering Department
University of New Mexico
November 14, 2008**

The meeting was called to order at 2:00 P.M. in ECE Room 237 on Friday, November 14, 2008. Present were Gregory L. Heileman, Payman Zarkesh-Ha, Jamesina Simpson, Nasir Ghani, Sudharman Jayaweera, Anna Roybal, and Roberta M. Menicucci.

A copy of the Agenda is attached hereto.

1. The Physics Department would like to add a one (1) hour lab/problems class to its Physics 160 series of classes and would like the general consensus of the School of Engineering. A discussion followed at the end of which time, Dr. Jamesina Simpson made a Motion to not make it mandatory and for no new material to be introduced, just a review of the current materials taught in the classes. The Motion passed unanimously.
2. Ethics ECE 409 Class being combined with ECE 419L and ECE 420L. Discussion ensued stating that Ethics is mandated by ABET and can easily be included in the ECE 419L and ECE 420L classes, especially since the ECE 420L class meets very infrequently during that Spring semester since students are working independently on their projects. Dr. Fleddermann has agreed to teach his sections of Ethics and an appeal will be made to Dr. Hall if he wishes to be included. A Motion was made and seconded and passed unanimously.
3. EE Curriculum Changes – Dr. Sudharman Jayaweera and Dr. Jamesina Simpson kindly volunteered to take another look at the EE Curriculum and see if they can come up with a new curriculum that is more flexible to our students, possibly modeling it after the ASU program which has a number of pathways in which students can take their ECE 300 level courses first which would be required, and then branch out into their specified fields in the ECE 400 level courses. They will provide a draft in the next few months.
4. ABET. In February, 2009, UNM will have their accreditation review which we will participate in as out Mock ABET Review. We have a considerable amount of work to be accomplished before that time since we would like to have a report done by sometime in early January. Faculty have not been turning in their early semester knowledge probes to Anna Roybal and very few have been done for the final semester knowledge probes either. A discussion ensued which included whether the Course Coordinator is the one who is responsible for writing these Knowledge Probes or whether the instructor is supposed to write them. It was

specifically reminded to everybody that the Course Coordinator is the one who writes each exam Knowledge Probe and the instructor administers them at the beginning and ending of the classes. We are again behind in collecting such data this semester. Dr.Greg Heileman and Anna Roybal will send out e-mails reminding faculty of their responsibilities towards this end of collecting all we can in this short time period.

The meeting was adjourned at 1:50 P.M.

The next meeting is November 21, 2008 at 1:00 P.M. in ECE Room 210.

Gregory L. Heileman, Chair
Undergraduate Committee
ECE Department