Committee Members Present: Drs. Manuel Bermudez, Douglas Dankel, Paul Fishwick, Rob Fox, Ann Gordon-Ross, Herman Lam (chair), Janise McNair,

The agenda for this meeting was strategic in purpose, setting the plans in motion (in parallel) for the immediate needs for the CE program:

1. Common core for both the software (CEN) and hardware (CEE) tracks
   - Issue: The study plans for the first two years for the CEN and CEE tracks are different in the UF Undergraduate Catalog.
   - Discussion: There is really not that much difference in the core courses for the two tracks and there is no pedagogical reason for them to be different.
   - Action item: A subcommittee (Drs. Fox, Dankel, and Bermudez) was formed to develop a strawman common core for the CE program, to be presented to the full committee in the next meeting (January 26, 2012 3 pm). Email communication on this issue should be copied to the full committee.
   - Plan: After the full committee agrees to a common core. The common core will be presented to the respective faculty of the two departments for comments and feedback. A final common core will be voted on by the full CE faculty.

2. Capstone design course(s)
   - Issue: The capstone design experience for the two tracks are vastly different. Differences include:
     - The CEN track has one senior project course (CEN 4914), whereas the CEE track has two (EEL 3923C Electrical and Computer Engineering Design 1 and EEL 4924C Electrical and Computer Engineering Design 2)
     - The ECE4924 Design 2 course requires team projects, whereas CEN 4914 does not.
   - Action item: Dr. Lam will form a subcommittee (Drs. Lam, Bermudez, and instructors of the capstone design courses from both departments).
   - Plan: The subcommittee will recommend a solution to the full committee (common course, one course? two courses? team-project requirement? or not? etc.).

3. ABET self-study report
   - Issue – the committee will assess the state of the self-study report and determine what else needs to be done and a plan to proceed.
   - Action Items
     - Dr. Lam will meet with Dr. Bermudez to determine how to best involve the full committee
     - Dr. Bermudez will send the current draft report to committee members.

4. Deletion of the 4th objective in the CE Program Objectives
   - Issue – Dr. Bermudez proposed to eliminate the 4th objective of the current CE Program Objectives, which states “Provide leadership and demonstrate good citizenship”
   - Discussion – Dr. Bermudez pointed out that this objective is difficult to measure and its elimination will result in a simpler set of alumni survey questions. The deletion has been approved by the CISE Industrial Advisory Board. The committee agrees in principle to eliminate the said objective.
   - Action item – Before approving and sending the item out for a vote to the CE faculty, Dr. Bermudez will send to the committee the list of affected alumni survey questions.