

**College of Engineering and Applied Science
Department of Civil Engineering and Mechanics
Minutes of the Departmental Faculty Meeting**

Date: October 8, 1999

Place: EMS 588

Present: Profs. Beimborn, Bratanow, Bravo, Christensen, Ghorbanpoor (Chair),
Horowitz, Lee, Naik, Shaikh, Tabatabai, Wnuk

The meeting was called to order at 1:00 PM.

Announcements:

The Chair made the following announcement:

- The Ph.D. qualifying exam will be held on Nov. 18 and Nov. 19 from 1:00 PM to 5:00 PM. The Department representative should organize the exam.
- Advertisements for the new faculty position will appear in the November issue of the ASCE News and SWE, as well as December and January issues of the ASCE Magazine and ASEE News. Deadline for applications will be February 1, 2000.
- The search committee for the new CEAS dean will meet on Oct. 12th.
- The next Industrial Advisory Council (IAC) meeting will be on Friday, November 12th from 1:30 pm to 4:30 PM.
- The CEAS Curriculum Committee has a draft common curriculum for the first three semesters. It is expected that the committee will work out details. A subcommittee will deal with freshman engineering courses.
- Prof. Ghorbanpoor urged faculty to participate in the Alumni Day activities (Oct. 30, 12:00 PM – 1:30 PM), and attend the Alumni Banquet on Nov. 13th. Mr. Bruce Ramme of Wisconsin Electric will receive the Civil Engineering Alumni Award.
- Prof. Naik announced that GPSC is proposing to establish an elective graduate level course on engineering professional practice.
- Prof. Shaikh announced the following speaker program for the Senior Design Course and encouraged faculty to attend.

Date	Speaker	Topic	Time	Room
10/13/99	John Kissinger, Graef, Anhalt, Schloemer	Dynamics of project management - case histories	11:00 – 12:00	EMS E 375
10/20/99	Bruce Glaser, APS	Basic Business Principles and strategic planning	10:30- 1:00	EMS E375
10/27/99	Richard Bub, Graef, Anhalt, Schloemer	What you need to succeed today in Civil Engineering practice	10:30- 12:00	EMS E375
11/3/99	Tracey Daley, CG Schmidt	Interface of engineers with construction – technologies and people	12:00- 1:00	TBD
11/10/99	Don Buettner, CSD	Challenges of managing a successful engineering enterprise	10:30- 1:00	TBD
12/8/99	Final Presentations		10:30- 12:30	EMS W230

- Prof Shaikh also announced that names of candidates for the Wisconsin Transportation Builders Association scholarship program should be submitted.

Minutes of September 17, 1999 meeting:

Prof. Naik stated that the names of faculty members who are absent due to valid business reasons should be noted in the minutes as excused. Prof. Shaikh agreed that those with legitimate reasons who have permission to be absent should be recognized. Prof. Shaikh moved (seconded by Prof. Naik) to include three categories of present, excused, and absent in the minutes of faculty meetings. The motion did not pass by five “no” votes, four “yes” votes and one abstention. Prof. Horowitz moved (seconded by Prof. Wnuk) to approve the minutes of September 17, 1999. The motion passed unanimously.

Chancellor's visit:

Prof. Ghorbanpoor suggested that a small faculty group (the coordinators of each group within the department) be formed to put a plan together. Prof. Bratanow suggested that a determination of what the Chancellor is looking for be made.

Updating the Undergraduate Bulletin:

Mr. Gary Metz is updating the undergraduate bulletin. Faculty should forward any corrections or changes to Prof. Ghorbanpoor.

Ph.D. Qualifying Exam:

Prof. Ghorbanpoor noted that the department does not currently have written guidelines for Ph.D. qualifying exams. The College is seeking to have a uniform way of addressing this issue. Prof. Naik agreed to prepare guidelines by the next faculty meeting. Prof. Christensen agreed to work with Prof. Naik in this effort.

Department / faculty / open position websites:

Prof. Ghorbanpoor noted that the university is asking for more detailed advertisements for faculty positions including full language on diversity and minority issues through using a web site. He also offered to allocate some funds in the form of student help to develop appropriate faculty web sites.

Structures Curriculum:

Professor Shaikh presented the proposed changes to the structures curriculum. Schematic drawings illustrating the proposed changes were distributed. Prof. Shaikh noted that the structures faculty was seeking approval, in principle, of the proposed changes before proceeding with the preparation of revised and new course descriptions and outlines. Prof. Naik stated that 303 (prerequisite to the structures courses) should be improved. Prof. Horowitz moved (seconded by Prof. Wnuk) to approve, in principle, the proposed changes in the structures curriculum. The motion was approved unanimously.

Inclusion of Environmental Engineering in the Civil Engineering major:

Prof. Christensen recommended that 240-413 be included in the CE curriculum to address the IAC recommendations, ABET 2000 objectives, and the imbalance between PE & FE environmental questions and the environmental coverage in the CE curriculum. Prof. Lee noted that UWM has the only CE program in the state that does not require environmental engineering in its curriculum. He suggested that environmental engineering should be a strong component of the general CE program. Prof. Lee supported the IAC suggestion of eliminating the statistics class to make room for the new course requirement.

Prof. Shaikh stated that the structures group had discussed the proposed requirement and, in general, supports it. However, the structures group would like to look at the contents of the course. Prof. Shaikh also stated that dropping statistics altogether would not be advisable. He suggested that a new course be developed that includes statistics and computer.

Prof. Horowitz supported the inclusion of 413 and dropping of the statistics course in the curriculum. However, he suggested that a coordinated body of statistics must exist early in the curriculum. He recommended that the statistics content be put into a new computer course. Prof. Beimborn stated that a required environmental engineering course should be broader-based and should serve the entire department. He also stated that the statistics course should not be just dropped.

Prof. Ghorbanpoor proposed that the water/environmental group seek input on topics to be included in the environmental course. He suggested that a new Engineering Analysis course covering statistics, computer, data analysis/presentations, etc. be created (to take the place of statistics). Prof. Bratanow suggested postponement of decisions regarding these changes.

Prof. Beimborn moved (seconded by Prof. Christensen) to authorize a faculty group to proceed with incorporating 413 into the CE curriculum and to design an appropriate Engineering Analysis course. The faculty group will consist of Professors Beimborn, Bratanow, Bravo, Christensen, and Tabatabai. This group will report back in one month. The motion was approved unanimously.

ABET 2000

Prof. Ghorbanpoor distributed CE Program Goals and Faculty Workbook. The Department Curriculum Committee developed the Department Workbook. Prof. Bratanow moved (seconded by Prof. Wnuk) to approve the Department workbook. The motion was approved unanimously.

Prof. Ghorbanpoor stated that each faculty member should work on one course and develop the workbook for it. All workbooks should be completed by Nov. 1, 1999.

Other Items:

A date for the next faculty meeting was not set. Prof. Bratanow moved (seconded by Prof. Wnuk) to adjourn the meeting. The meeting was adjourned at 2:45 PM.

Respectfully submitted

Habib Tabatabai
Recording Secretary