Minutes of the Meeting held on November 19th, 2013

Present: A. Borrachero (Committee Chairperson), M. Chauhan (Committee Secretary), R. Yuster, A. Kolios, S. Jacobowitz, A. Corradetti (ex-officio, President’s Designee), E. Tai (ex-officio, Steering Committee Desigenee)

Absent: D. Klarberg, L. Zinger, E. Shinn Hong (Student Representative); Cartier Alonzo (Student representative)

1. The meeting was called to order at 2 pm in H-345.

2. Minutes of Nov 12th, 2013 meeting were approved by the committee.

3. The committee discussed meeting schedule and frequency of meetings for each month. It was decided that the committee will meet twice a month for two hours unless otherwise needed.

4. INTE 212, course revision form was submitted. Professors J. Galvin and W. Blick were invited to the committee to discuss the course. The committee found that INTE 212 lacks in content and questioned its appropriateness as a credit-bearing course. Before making a decision about INTE 212, the committee would like guidance from the Faculty Executive and Steering Committees about whether credit-bearing courses may be offered and taught by the library department.

5. Program revision: Mechanical Engineering Technology was approved by the committee.

6. The meeting was adjourned at 3.25 PM.

Respectfully submitted,

Moni Chauhan