



MME CURRICULUM COMMITTEE
Florida International University
Department of Mechanical & Materials Engineering
Miami, Florida

MINUTES

November 30, 2004

SPECIAL MEETING OF THE MME CURRICULUM COMMITTEE

Dear colleagues,

On Nov. 30, 2004, I called a special meeting with Sabri, Carmen and Sukky with the purpose to find out what needs to be done to implement all the changes MME Curriculum Committee has approved and revise the next Undergraduate Catalog accordingly. Yong, Carmen and Sukky were present in the meeting. Sabri had an appointment conflict and was not able to come. No new initiatives were introduced. They will be left to the full ME Curriculum Committee for discussion.

Based on the October 13, 2004 Minutes of MME Curriculum Committee meeting, and the recent College Curriculum Committee minutes available on the web, the following items were discussed:

- Modification of the ME program description on the catalog, including sections/subsections of "ME Curriculum," "Low Division Preparation," minors, and eight year semester sequence, among other details, to reflect the new computational stream of three courses (plus a deficiency removal, 0-credit 3-D CAD course).
- Check the necessary paperwork that has been done, or need to be done.

For the record, the last MME Curriculum Committee meeting resulted in the new course lineup such that Thermodynamics II remains as a required course, based on the feedback from thermal/fluid faculty. The engineering electives were changed from 8 hours to 3 hours to accommodate all the changes stated in the Curriculum Committee meeting on October 20, 2004 while maintaining the overall 128 hour limitation.

The following action items were assigned:

- Yong will make all the changes discussed in the meeting in a Word file for the Undergraduate Catalog revision.

- Yong will prepare a Program Change form including justifications and the detailed changes using the two-column format.
- Yong will forward the catalog change proposal to all the committee members for review and comments.
- Sukky will scan the catalog and prepare course change requests for all the courses that require EML 2030 as prerequisite to EML 3xxx Software for Mechanical Design.
- Sukky will work with Sabri on course change requests for EML 3xxx Software for Mechanical Design (change EML 2030 in (1) level to 3xxx and (2) prerequisites.
- Sukky will also work with Sabri to complete the following task:

*"Courses with pre- or co-requisites for Vibrations, Auto Control and Kinematics... All undergrad and grad courses will be scanned and their prerequisites will be revised to eliminate any reference to these courses.
TASK: Scan the catalog and prepare course change proposals to revise prerequisites."*

We thank Carmen's valuable inputs on the catalog revision. Please send your comments and concerns to Sabri and myself.

Yong Tao, Ph.D.
Chair, MME ABET Committee, and
MME Undergraduate Program Director
November 30, 2004