

Cover Sheet: Request 14838

EEL4948- Practical Work in Electrical and Computer Engineering

Info

Process	Course Modify Ugrad/Pro
Status	Pending at PV - University Curriculum Committee (UCC)
Submitter	Shannon Chillingworth schill@ece.ufl.edu
Created	3/30/2020 3:41:15 PM
Updated	9/11/2020 2:06:47 PM
Description of request	Increase allowed number of credits.

Actions

Step	Status	Group	User	Comment	Updated
Department	Approved	ENG - Electrical and Computer Engineering 011905000	Robert Fox	Change to increase the allowed number of credits	3/30/2020
No document changes					
College	Conditionally Approved	ENG - College of Engineering	Heidi Dublin	Conditionally Approved by the HWCOE Curriculum Committee. Concern noted about grading percentages (75/25 v 65/35) and noting the amount of hours intended. When you return please note that all have been addressed and I will move it forward.	5/8/2020
No document changes					
Department	Approved	ENG - Electrical and Computer Engineering 011905000	Robert Fox	Suggested changes made to syllabus	5/12/2020
EEL_4948_Practical Work_Syll_UCC_2.docx					5/12/2020
College	Approved	ENG - College of Engineering	Heidi Dublin	Approved by the HWCOE Curriculum Committee.	7/20/2020
No document changes					
University Curriculum Committee	Commented	PV - University Curriculum Committee (UCC)	Lee Morrison	Added to the UCC September agenda.	9/11/2020
No document changes					
University Curriculum Committee	Pending	PV - University Curriculum Committee (UCC)			9/11/2020
No document changes					
Statewide Course Numbering System					
No document changes					
Office of the Registrar					
No document changes					

Step	Status	Group	User	Comment	Updated
Student Academic Support System					
No document changes					
Catalog					
No document changes					
College Notified					
No document changes					

Course|Modify for request 14838

Info

Request: EEL4948- Practical Work in Electrical and Computer Engineering

Description of request: Increase allowed number of credits.

Submitter: Shannon Chillingworth schill@ece.ufl.edu

Created: 9/9/2020 8:26:04 AM

Form version: 4

Responses

Current Prefix

Enter the current three letter code (e.g., POS, ATR, ENC).

Response:

EEL

Course Level

Select the current one digit code preceding the course number that indicates the course level at which the course is taught (e.g., 1=freshman, 2=sophomore, etc.).

Response:

4

Number

Enter the current three digit code indicating the specific content of the course based on the SCNS taxonomy and course equivalency profiles.

Response:

948

Lab Code

Enter the current lab code. This code indicates whether the course is lecture only (None), lab only (L), or a combined lecture and lab (C).

Response:

None

Course Title

*Enter the current title of the course as it appears in the Academic Catalog. There is a 100 character limit for course titles. *

Response:

Practical Work in Electrical and Computer Engineering

Effective Term

Select the requested term that the course change(s) will first be implemented. Selecting "Earliest" will allow the change to be effective in the earliest term after SCNS approval. If a specific term and year are selected, this should reflect the department's expectations. Courses cannot be changed retroactively, and therefore the actual

effective term cannot be prior to SCNS approval, which must be obtained prior to the first day of classes for the effective term. SCNS approval typically requires at least 6 weeks after approval of the course change at UF.

Response:
Earliest Available

Effective Year

Select the requested year that the course change will first be implemented. See preceding item for further information.

Response:
Earliest Available

Requested Action

Indicate whether the change is for termination of the course or any other change. If the latter is selected, all of the following items must be completed for any requested change.

Response:
Other (selecting this option opens additional form fields below)

Change Course Prefix?

Response:
No

Change Course Level?

Note that a change in course level requires submission of a course syllabus.

Response:
No

Change Course Number?

Response:
No

Change Lab Code?

Note that a change in lab code requires submission of a course syllabus.

Response:
No

Change Course Title?

Response:
No

Change Transcript Title?

Response:
No

Change Credit Hours?

Note that a change in credit hours requires submission of a course syllabus.

Response:
Yes

Current Credit Hours

Response:
1

Proposed Credit Hours

Response:
3

Change Variable Credit?

Note that a change in variable credit status requires submission of a course syllabus.

Response:
No

Change S/U Only?

Response:
No

Change Contact Type?

Response:
No

Change Rotating Topic Designation?

Response:
No

Change Repeatable Credit?

Note that a change in repeatable credit status requires submission of a course syllabus.

Response:
Yes

Repeatable Credit

Response:
From Repeatable to Non-repeatable

Maximum Repeatable Credits

Enter the maximum credits a student may accrue by repeating this course.

Response:
0

Change Course Description?

Note that a change in course description requires submission of a course syllabus.

Response:
No

Change Prerequisites?

Response:
Yes

Current Prerequisites

Response:
Engineering major of junior standing or higher.

Proposed Prerequisites

Response:

EEL 3111C and EEL 3701C and sophomore standing or consent of undergraduate coordinator/supervising faculty mentor. Must have a full time internship defined as working for a minimum of 40 hours per week for a minimum of 10 weeks (400 hours).

Change Co-requisites?

Response:

No

Rationale

Please explain the rationale for the requested change.

Response:

Increasing allowed number of credits will allow students to graduate more quickly and help to fulfill summer registration requirement. Students can currently earn up to three credits of internship.

This change allows students to earn three credits of one internship rather than over three internships for a full time internship (40 hours per week for a minimum of 10 weeks).

Practical Work in Electrical and Computer Engineering

EEL 4948 Section XXXX

Academic Term: Fall/Spring/Summer

Instructor:

Name: TBD

Email Address

Office Phone Number

Office Hours: TBD

Coordinator:

Nicole T. Young

ntyoung@ufl.edu

352-392-9758

Office Hours: TBD

Course Description

3 credits. One term industrial employment, including extra work according to a pre-approved outline. Practical engineering work under industrial supervision, as set forth in the Herbert Wertheim College of Engineering regulations

Course Pre-Requisites

EEL 3111C and EEL 3701C and sophomore standing or consent of undergraduate coordinator/supervising faculty mentor. Must have a full time internship defined as working for a minimum of 40 hours per week for a minimum of 10 weeks (400 hours).

Course Objectives

After completion of this course, the student will have learned

- Complete a literature review on the area they are in working during their internship.
- A detailed overview of company & job duties & work performed during the Internship/Co-op
- Apply engineering knowledge to a problem in industry
- Produce a 2500 word (+/- 50 words) technical report IEEE Format
- Include a section on working in a team environment in technical report
- Conduct herself/himself responsibly, safely, and ethically in a professional environment
- Immediate Supervisor must sign-off of technical report and complete student evaluation

Materials and Supply Fees

None

Professional Component (ABET):

Contributions to the professional component of ABET will vary depending on the type of internship/co-op

Relation to Program Outcomes (ABET): Actual coverage may vary depending on the level of the student and the nature of the specific assignment on which he or she is engaged. The levels below indicate typical anticipated coverage.

Outcome	Coverage*
1. An ability to identify, formulate, and solve engineering problems by applying principles of engineering, science, and mathematics.	Medium
2. An ability to apply both analysis and synthesis in the engineering design process, resulting in designs that meet desired needs.	Low

3. An ability to develop and conduct appropriate experimentation, analyze and interpret data, and use engineering judgment to draw conclusions.	Medium
4. An ability to communicate effectively with a range of audiences	High
5. An ability to recognize ethical and professional responsibilities in engineering situations and make informed judgments, which must consider the impact of engineering solutions in global, economic, environmental, and societal contexts.	Medium
6. An ability to recognize the ongoing need for additional knowledge and locate, evaluate, integrate, and apply this knowledge appropriately.	High
7. An ability to function effectively on teams that establish goals, plan tasks, meet deadlines, and analyze risk and uncertainty	Medium

*Coverage is given as high, medium, or low. An empty box indicates that this outcome is not covered or assessed in the course.

Required Textbooks and Software

None

Recommended Materials

https://owl.purdue.edu/owl/teacher_and_tutor_resources/teaching_resources/writing_workshops_for_graduate_students/graduate_writing_workshops_literature_reviews.html

<https://ieeexplore.ieee.org/document/6526784>

https://www.e-nformation.ro/wp-content/uploads/2015/11/IEEE-How-to-write-a-basic-technical-paper_.pdf

Course Schedule

The course schedule will depend on the specific internship/training experience. The typical time per topic will vary depending on the internship/co-op:

- Overview of company & job duties/ planning stages literature review (Due week 3)
 - Must submit overview of company and job title and duties (1-2 pages)
 - Must submit a preliminary list of possible peer-reviewed articles (a minimum of 4-6 articles) to be used for literature review
- Due Literature Review (Due week 7)
- Final report (Due week 11)
- Employer Evaluation (Final week: Deadline TBD)
- The employer will review and approve all student submissions to ensure their suitability for public release.

Attendance Policy, Class Expectations, and Make-Up Policy

Participation is a crucial part of an Internship/Co-cop experience. Excused absences must be consistent with university policies in the undergraduate catalog (<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>) and require appropriate documentation.

Evaluation of Grades

65%

Students must submit all required work by the deadline date to receive a passing grade. Workplace standards are set by Industry Mentor/Supervisor.

35%
Quality of the final report. Must submit a 2500-word (+/- 50 words) technical report (IEEE format) overview of your experience. The word count does not include references, bibliography or figures. Proper spelling, grammar and level of professionalism will be used in the evaluation of the report. All final submissions will be reviewed by at least one ECE faculty member who will issue the final S/U grade.

Grading Policy

Percent	Grade
70-100	S
0-69.9	U

More information on UF grading policy may be found at:
<https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

Students Requiring Accommodations

Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, <https://www.dso.ufl.edu/drc>) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible in the semester.

Course Evaluation

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at <https://gatorevals.aa.ufl.edu/students/>. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via <https://ufl.bluera.com/ufl/>. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>.

University Honesty Policy

UF students are bound by The Honor Pledge which states, “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.” The Honor Code (<https://sccr.dso.ufl.edu/policies/student-honor-code-student-conduct-code/>) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

Commitment to a Safe and Inclusive Learning Environment

The Herbert Wertheim College of Engineering values broad diversity within our community and is committed to individual and group empowerment, inclusion, and the elimination of discrimination. It is expected that every person in this class will treat one another with dignity and respect regardless of gender, sexuality, disability, age, socioeconomic status, ethnicity, race, and culture.

If you feel like your performance in class is being impacted by discrimination or harassment of any kind, please contact your instructor or any of the following:

- Your academic advisor or Graduate Program Coordinator
- Robin Bielling, Director of Human Resources, 352-392-0903, rbielling@eng.ufl.edu
- Curtis Taylor, Associate Dean of Student Affairs, 352-392-2177, taylor@eng.ufl.edu

- Toshikazu Nishida, Associate Dean of Academic Affairs, 352-392-0943, nishida@eng.ufl.edu

Software Use

All faculty, staff, and students of the University are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against University policies and rules, disciplinary action will be taken as appropriate. We, the members of the University of Florida community, pledge to uphold ourselves and our peers to the highest standards of honesty and integrity.

Student Privacy

There are federal laws protecting your privacy with regards to grades earned in courses and on individual assignments. For more information, please see: <https://registrar.ufl.edu/ferpa.html>

Campus Resources:

Health and Wellness

U Matter, We Care:

Your well-being is important to the University of Florida. The U Matter, We Care initiative is committed to creating a culture of care on our campus by encouraging members of our community to look out for one another and to reach out for help if a member of our community is in need. If you or a friend is in distress, please contact umatter@ufl.edu so that the U Matter, We Care Team can reach out to the student in distress. A nighttime and weekend crisis counselor is available by phone at 352-392-1575. The U Matter, We Care Team can help connect students to the many other helping resources available including, but not limited to, Victim Advocates, Housing staff, and the Counseling and Wellness Center. Please remember that asking for help is a sign of strength. In case of emergency, call 9-1-1.

Counseling and Wellness Center: <http://www.counseling.ufl.edu/cwc>, and 392-1575; and the University Police Department: 392-1111 or 9-1-1 for emergencies.

Sexual Discrimination, Harassment, Assault, or Violence

If you or a friend has been subjected to sexual discrimination, sexual harassment, sexual assault, or violence contact the [Office of Title IX Compliance](mailto:title-ix@ufl.edu), located at Yon Hall Room 427, 1908 Stadium Road, (352) 273-1094, title-ix@ufl.edu

Sexual Assault Recovery Services (SARS)

Student Health Care Center, 392-1161.

University Police Department at 392-1111 (or 9-1-1 for emergencies), or <http://www.police.ufl.edu/>.

Academic Resources

E-learning technical support, 352-392-4357 (select option 2) or e-mail to Learning-support@ufl.edu. <https://lss.at.ufl.edu/help.shtml>.

Career Resource Center, Reitz Union, 392-1601. Career assistance and counseling. <https://www.crc.ufl.edu/>.

Library Support, <http://cms.uflib.ufl.edu/ask>. Various ways to receive assistance with respect to using the libraries or finding resources.

Teaching Center, Broward Hall, 392-2010 or 392-6420. General study skills and tutoring. <https://teachingcenter.ufl.edu/>.

Writing Studio, 302 Tigert Hall, 846-1138. Help brainstorming, formatting, and writing papers. <https://writing.ufl.edu/writing-studio/>.

Student Complaints Campus: <https://care.dso.ufl.edu>

On-Line Students Complaints: <http://www.distance.ufl.edu/student-complaint-process>.