

Minutes
November 9, 1999
FS99-3
FACULTY SENATE MEETING
PURDUE SCHOOL OF ENGINEERING AND TECHNOLOGY, IUPUI

Approved December 14, 1999

Representatives in attendance: Liz Coles, Bill Conrad, M. El-Sharkawy, Nancy Lamm, Mike O'Dea, Rich Pfile, Ramana Pidaparti, Andy Schaffer, Joy Starks, Ed Sullivan, Jamie Workman, Jack Zecher.

Guests: Doug Acheson, Hasan Akay, David Bostwick, Nasser Paydar.

Senate President, Bill Conrad, called the meeting to order at 11:07 a.m.

The agenda was adopted and the minutes of the October 12, 1999 meeting were approved with the following corrections. Under the Nominations Committee report a sentence should be added noting that a motion was made and passed to destroy the ballots. Attachment I item #4 should read, "The next Formula Lightning Electric car race will be at IRP on October 16, 1999."

Dean Nasser Paydar presented the Administration Report, *Attachment I*.

Reports of Standing Committees

Educational Policy Committee

David Bostwick, chair, presented for senate approval the Bachelor of Science in Computer Graphics Technology. (Abstract was distributed with November agenda.) Doug Acheson answered questions regarding the curriculum, and explained enrollment projections. The senate voted to approve the Computer Graphics Technology BS degree program.

On behalf of the Educational Policy Committee, he also presented three additional recommendations:

1) "All new undergraduate course requests, requests to adopt an undergraduate course from another campus, or requests for an undergraduate course revision be accompanied by a worksheet to identify ABET outcomes and/or IUPUI Principles of Undergraduate Learning that will be addressed by the proposed courses *and* furnish a concise statement about how these outcomes are assessed. This new policy should become effective immediately."

The Office of the Associate Dean for Academic Programs will provide a worksheet designed for this purpose. Examples were distributed.

Specific questions regarding Assessment should be directed to the faculty member who represents your department on the Assessment Committee.

After much discussion the senate voted to adopt the above policy.

Since the forthcoming North Central Association accreditation visit will also require similar evidence for all existing courses, the Educational Policy Committee recommended that:

2) "The procedure adopted for recommendation #1 above, should also immediately be implemented for all subsequent undergraduate course offerings that employ either an experimental or variable title course number. The appropriate ABET outcome/PUL worksheet along with a short description of the proposed course will be submitted to the Associate Dean for Academic Programs *prior* to listing the course in the Schedule of Classes (or if arranged at the last minute, *before* permitting any student to register for the course). This new policy should become effective immediately."

Much discussion followed on this proposal. Paperwork for experimental courses would also go directly to the Associate Dean and not to the Educational Policy Committee.

The proposed policy was defeated by a vote of 6 to 4.

The following additional proposal was then presented on behalf of the Educational Policy Committee:

3) "A similar worksheet or equivalent permanent record should be developed *for all existing courses* taught within the School of Engineering and Technology as soon as practicable using a timetable worked out between the Department Chair and the Associate Dean for Academic Programs."

The Outcome Assessment Worksheet should be kept simple and usable, a useful document. Some departments have already completed similar worksheets.

The above policy passed.

Budgetary Affairs Committee

Rich Pfile, chair, reported the committee has met with Dean Yurtseven to begin work on the 2000-01 budget planning documentation. The 1999-00 planning document may be accessed at: www.imir.iupui.edu/plan Comments regarding formulation of budget requests for next year may be addressed to any committee member (Doug Acheson, Hasan Akay, Rich Pfile or Sanjiv Gokhale).

Graduate Education Committee

Hasan Akay, chair, explained the function of the committee which is to advise the senate and coordinate graduate related curriculum issues within the school. The committee is

composed of six members with two members each from EE and ME and the remaining two members from Technology. The committee would like to see the Bylaws changed so the chair is elected from a department offering a graduate degree. This proposed change will be sent to the Bylaws Committee for review. The Tech 581 course proposal was reviewed and the course was approved for offering in Spring 2000. The Graduate Committee is working with TCM to develop an English Proficiency type course, which would be required of international graduate students. The North Central Accreditation requires assessment documentation be completed for graduate courses as well.

IUPUI Faculty Council

No formal report was given.

Council on Undergraduate Learning

David Bostwick distributed information on the IUPUI Honors Program Research Fellows. A one-year stipend of \$2,000 will be awarded to a faculty member who agrees to mentor an undergraduate student in a research project appropriate to the student's and faculty member's area of interest.

President Brand is making retention an important priority. Retention strategies will be incorporated into the long range-planning document. Steps and procedures to address retention issues will be included.

The meeting adjourned at 12:35 p.m.

Dean's Report for November 9, 1999 Faculty Senate Meeting

1. Academic Programs

Vincennes University faculty and administrators visited our school on October 15, 1999. Articulation talks and curricular information exchange continued. Ali Jafari and David Mills gave the demonstration of "Angel" software developed at the Cyber Lab.

The Department of Computer Technology went through IUPUI Review during October 20-22, 1999. The department faculty and students met with the reviewers and provided the requested feedback about the strengths and needs of the department.

2. Name Change

With the addition of Bachelor of Science in Computer Engineering degree program into its inventory, the Department of Electrical Engineering changed its name to Department of Electrical and Computer Engineering effective last month.

3. Review of School Administrators

The faculty and staff committees have been formed and charged with the administrative reviews of Ed Berbari (chaired by Charlie Yokomoto), Tom Ho (chaired by Bob Orr), Russ Eberhart (chaired by Andrew Shu), and Pat Fox (chaired by Rich Pfile). Please forward comments and feedback in writing to the committee chairs.

4. WISE Conference

1999 Women in Science and Engineering (WISE) Conference was held at IUPUI University Place Conference Center and Hotel during October 29-31, 1999. Over 200 participants attended the presentations, workshops, plenary sessions, and social functions. Congratulations go to Zina Ben-Miled who did an outstanding job of organizing the event and running it smoothly.

5. More Recognition

Formula Lightning Electric Car Race took place at IRP on October 16, 1999. IUPUI car finished the race but did not rank in the first three. Bowling Green University, Ohio State University, and Brigham Young University finished as numbers one, two, and three respectively. It was a sunny pleasant day to be at the track and close to 1,500 high school students showed up for the race as well as several of our faculty and staff. Avon High School also raced two electric go-karts. Special thanks go to Russ Eberhart, Ken Rennels, Ken Reid, and the members of our race team in putting together a fine racing event. Two weeks ago, our race team placed second at the pit-stop competition in Cincinnati with 24.5 seconds to change the batteries.

Joy Starks of Computer Technology has authored three books on "Microsoft Publisher 2000" software published as part of Shelly Cashman Series. The books will be widely used in many educational institutions. Sergey Lyshevski of Electrical and Computer Engineering published his book "Electromechanical Systems, Electric Machines, and Mechatronics" by CRC Press. Congratulations to both Joy and Sergey for putting our school on the map.

6. Benchmarking Studies

The fall meeting of Dean's Industrial Advisory Committee took place at Butler University on October 14, 1999. Butler University President Jeffrey Banister addressed the DIAC members and expressed hope that the Engineering Dual Degree Program, jointly administered by Butler University and our school will attract many new students with higher academic credentials.

The Benchmarking Subcommittee of DIAC presented new information about the national Baldrige Award that is a quality control device and process practiced in industry. The subcommittee members indicated that the educational institutions are now eligible for the award as well and they recommend that our school faculty and administration consider learning more about the criteria and the process involved in preparations for such an undertaking.

1999 meeting of the Deans of Engineering from Urban Universities took place on October 29, 1999 at the campus of University of Illinois, Chicago. Nine deans participated in the meeting and recommended that the data sharing and benchmarking among the engineering programs should continue.

7. New Staff Members

Terri Ryckaert will join us on November 15 as our new staff in the Dean's Office to assist us in human resources area, reporting to Pat Fox. She will be involved in faculty and staff search and screen, administrative forms and procedures, faculty and staff records, and related issues. Gina Smith is the new administrative secretary for the Department of Electrical and Computer Engineering. We welcome both Gina and Terri to our family.