

**PURDUE SCHOOL OF ENGINEERING AND TECHNOLOGY**  
**Faculty Senate Minutes**  
**May 11, 2004**  
**FS03-8**

Representatives in Attendance: Carmen Boje, Bill Conrad, Elaine Cooney, Cliff Goodwin, Andrew Hsu, Brian King (alternate), Razi Nalim, Ramana Pidaparti, Ken Reid, Joy Starks, Bill Watson, Jamie Workman-Germann (alternate), Charlie Yokomoto

Guests: Doug Acheson, Ed Berbari, Nancy Lamm, Marvin Needler, Ken Rennels, Dean Yurtseven

Meeting began at 11:05 a.m.

The minutes from April 13, 2004, were motioned for approval by Elaine Cooney and the rest of the faculty agreed. Minutes will be emailed to Faculty Senate and no copies will be distributed at the meeting.

**Administrative Report from Ken Rennels**

Ken advised the following degrees (along with some others) were awarded on Sunday, May 9, 2004:

280 Associate of Science in Technology  
268 Bachelor of Science in Technology

These are for December 2003, May 2004 and August 2004 graduates, pending final degree audits.

The school was asked to provide to campus the number of projected bachelor degrees over the next ten years for the doubling report information. There were 365 total bachelor degrees awarded this year; the report shows an estimate of 422 bachelor degrees to be awarded for the year 2012-2013.

Ken feels some programs will grow, some will not. The school's report does not show double, but what they felt the numbers might be. The campus goes on an August, December and May type track and E&T School goes with December, May and August track.

*See the attached Excel document (EGTC Projections-Revised 2) included in the email for further details.*

Ken informed Faculty Senate enrollment as of last Thursday was up 4% for summer 1 for the school; however, fall enrollments are still down, around 8.7% in terms of credit hours. The campus is down 7.6% for fall semester.

Ken advised there was a study done on the big 10 school enrollments, most are flat and the IU system is down at this time. Ken advised there are some marketing strategies the school may try to increase enrollments (see Dean's Report).

Ken presented Faculty Senate with the preliminary results of the online evaluation system. In the past we did not have response rates and will now have this. The actual results will be distributed to departments this week. This was the first time all the departments used the online system, the next time surveys can be modified for different class needs. The school will also try to advertise the online system more next semester to have better response rates.

*See the attached Excel document (Eval Response Rates 5-4-04) included in the email for further details.*

## **Administration Report**

Dean Yurtseven presented the Administration Report (*Attachment 1*).

### **Academic Programs:**

Dean Yurtseven advised every Thursday morning campus administration and several school representatives are meeting to discuss enrollment issues between now and August and possible ways schools can increase enrollment. There will be approximately 700 letters sent to students who have not registered. Students may delay registering not realizing you do not pay until early August, regardless of when you register.

We have around 270 new and transfer students coming to school. Dr. Yurtseven advised Faculty Senate he would be making a script for faculty to call students to welcome them to the school and give them orientation dates. He feels this is good PR for the department. Department Chairs should be asking faculty to participate soon, and Dr. Yurtseven asked all to help with this.

Honors Convocation was held on April 16, 2004 with 420 guests attending, a record number attendance. The school is looking at Crown Plaza Hotel for next years Honors Banquet to accommodate more people. Over \$100,000 worth of scholarships and awards were distributed this year.

The 35<sup>th</sup> IUPUI Commencement took place on May 9, 2004. Our school awarded over 684 degrees, which included 280 AS and 268 BS degrees in Technology.

The first group of 11 Engineering Dual Degree Program graduates attended the Butler University Commencement on May 8<sup>th</sup>.

The IUPUI Spirit of Philanthropy luncheon was held on April 22, 2004, at the Marriott Hotel downtown. Our school recognized Ronald Budny, a member of Interior Design Advisory Committee for an endowed scholarship he created.

A group of researchers from our school, School of Medicine and Science made presentations at Purdue on May 3, 2004, to further collaboration with Discovery Park researchers.

The PhD program for Mechanical Engineering was approved by West Lafayette and will begin next fall. The school is currently waiting for signatures to begin the MS program in technology, which will also begin next fall. Dr. Yurtseven asked that faculty help promote these new degrees.

### **Guidant Foundation Day:**

May 11, 2004, was Guidant Foundation Day; the mayor was there and presented a check to the school. The Guidant Foundation CEO and our Chair attended also. The \$1.7M gift was given to the school to establish the Thomas J. Linnemeier Guidant Foundation Chair in Biomedical Engineering.

### **2004-05 Budget:**

The school submitted recommended salaries of a 2.5% average raise for the staff and a 2% average salary increase for faculty. After the IU Board of Trustees approves the budget, the school will send out letters to staff and faculty late May or early June.

### **Administrative Changes:**

There are three new chairs beginning this summer and are as follows:

- Rich Pfile will be chair of Department of Electrical and Computer Technology effective July 1, 2004.
- Mark Bannatyne will be chair of Department of Mechanical Engineering Technology effective August 2, 2004 (he is from Purdue University).
- Akin Ecer will serve as the Acting Chair for the Department of Construction Technology for 2004-05 academic year.

### **Faculty News:**

Doug Acehson, Zina Ben Miled, Barbara Christie, John Schild, Joy Starks and Hiroki Yokota were promoted to Associate Professor ranks with tenure.

Marvin Needler is retiring in June (after nearly 40 years of service to the school). The school had a retirement party for Marvin on Friday, April 30<sup>th</sup>.

The following faculty received grants from IUPUI International Development Fund for proposals submitted:

- Tim Diemer (\$12,375.00)
- Andrew Hsu (\$10,000.00)
- Ali Jafari (\$4,000.00)

Patrick Gee also received a grant for \$3,000.00 from the Office of Professional Development for a proposal he submitted.

### **Staff News:**

Pam Neal replaced Angela Bowers as the new EDDP coordinator; she will spend one day per week at IUPUI and the remaining time at Butler University.

### **Student News:**

The 5<sup>th</sup> Annual Student Design Show was held on April 19, 2004 in the ET building and was quite successful.

IUPUI also recently hosted the Basic Utility Vehicle competition, although we did not have an entry this year. A school from Milwaukee won this year; the prize package for the winning team was almost \$7,000.

*For any further details of the Dean's Report see attachment I.*

### **Constitution and ByLaws Committee**

Jamie Workman-Germann presented the bylaws revision on the Graduate Education Committee wording. Faculty Senate passed these changes. See changes below:

**Current wording:**

Graduate Education Committee

1. Membership. The Graduate Education Committee shall consist of the following members: two members elected by the Faculty in each department with a graduate program, two members elected by and from the Faculty of the School who are members of department without graduate programs, and an administrative representative appointed by the Dean who shall serve ex-officio and without vote.

The chair shall be elected annually by the Senate from the voting members of the Committee.

**Proposed revision:**

Graduate Education Committee

1. Membership. The Graduate Education Committee shall consist of one member elected by the faculty from each engineering department with a graduate program, two members total elected by the faculty from the technology departments, and an administrative representative appointed by the dean who shall serve ex-officio and without vote.

The chair shall be elected annually by the Senate from the voting members of the Committee.

Student Affairs

Nancy Lamm advised Faculty Senate that the Student Affairs Committee currently sends a faculty member from the committee to student council meetings. There were no concerns brought forward at the student council for the faculty to consider this year. However the committee members felt it was worthwhile to attend the meetings. Nancy advised Faculty Senate of issues the committee felt were needed to improve the general environment for students and faculty. Some items Student Affairs Committee is working on:

1. Something needs to be done with the area outside the second floor entrance to the ET building near the tube and BS building entrances. There are cigarette butts on the entryway and this leaves an unfavorable impression for visitors. Student Affairs Committee has sent a recommendation to the dean that a smoker's outpost be placed in the area for disposing of smoking materials.
2. Student Affairs is requesting some type of seating for the hallways in the SL building; the students sit on the floors waiting for classes and it is not a good situation. Nancy has previously been told benches would be a violation of the fire code. Daphene Cyr Koch, Laura Lucas and Emily McLaughlin have reviewed hallway measurements and have assured the committee that it would be within code to put benches within the pillars. Student Affairs has sent a recommendation to the dean regarding this matter.
3. The committee also feels there should be more signage for visitors into the SL and ET buildings. Adam Siurek assigned a student project to make maps of floors; some are in brochure format and some in sign format, all are digital and can be made in any size we need. Adam has many samples; a committee will look over samples to possibly pick some the school will use. Nancy sent many samples around to Faculty Senate to look over. Joy asked if they could be put on G drive, Nancy felt this would be a good idea.

### Faculty Affairs

Marvin Needler presented the revised P&T Guidelines document (version 3.2) for approval, all approved of the document. Marvin thanked Elaine Cooney, Charlie Yokomoto, Dr. Yurtseven, and Hasan Akay for their input and work on the document. Hasan thanked Marvin for leading the effort and making these changes.

### Nominations Committee

Doug Acheson advised everyone the elections are not done. He apologized for this and advised Faculty Senate he has not taken the time to work on the elections. The nomination process needs extending and Doug asked Faculty Senate for their suggestions. Bill Conrad suggested having the open positions be filled during convocation in August. Elaine Cooney suggested leaving the voting open during summer and during the week prior to school beginning send out an election notice for Faculty Senate Chair (since faculty should all be back from summer break). Faculty Senate agreed with Elaine's idea so elections will be open over summer.

Joy asked about removing someone from nominations, Joy will let Doug know who needs to be removed. Bill asked if there were any volunteers for Senate president, the dean does give 25% release time for one year (1 less course for year) to the Senate president, if this works out for the department.

Doug will send an email to faculty indicating elections will be held as soon as the ballots are filled and then at the beginning of the semester they will close and be announced at the fall convocation.

### Educational Policy

Ed Berbari reported the Purdue form has changed; Betty Klein will become the school resource person on how to fill these forms out. Betty will be training some staff people on these forms in the near future. The committee is using too much time proofreading the forms and cannot discuss philosophical issues. The courses may be given to the committee in a timely manner, but were filled out incorrectly, therefore returned to the department and making it a longer process. Ed went over some needed changes.

Ed Berbari advised there were new course requests to approve. Courses for the new BS in Interior Design were submitted, but they needed some editing and clarification. It was suggested that the courses be submitted as the program advances. For courses to be offered sooner the Committee will consider them over the summer if necessary. Ed did recommend internship and coop courses be approved for Interior Design. Biomedical Engineering also sent in some requests, but these will be held for awhile.

Educational Policy did approve 4 Internship and 5 coop courses for the Interior Design program. Hasan asked about coop courses, Ken advised these are variable credit.

Ken Rennels reported he will no longer be attending the Educational Policy meetings; however, Betty Klein will be attending these meetings in the future.

### IUPUI Faculty Council

Ed Berbari advised there are searches for Deans in Liberal Arts, Science and Registrar. The dean for the School of Science has been narrowed down to 3 people (all external).

The Chancellor reported Trudy Banta, Valerie Eickmeier and Darrell Bailley will be undergoing their administrative reviews for 2004-05.

Campus design and print will soon be outsourced to IKON. HRA will work with those employees who currently work for Campus Design Print and Mail, whose job will no longer be needed with the transition.

The increase in academic salaries should be an average of 2.4%. The increase for all exempt staff will be 3% and the increase for all non-exempt staff will be 2.6%. These numbers are campus wide and there may be some exceptions for various schools.

The IUPUI Campus Campaign closes June 30th. As of March, over \$930,000 has been raised. IUPUI may be the first campus in the state to raise one million dollars. The doubling reports were due last Friday, May 7, Ed was unsure when the reports would be made available to the school.

There was a delay in presenting the Conflict of Interest in Research Policy to the Board of Trustees until the document has went through all appropriate channels.

The use and publication of course packs was an issue at the Faculty Council meeting. The main goal of reviewing the use of course packs is to reduce cost to students and make practices easier for faculty. Presently the bookstore is incurring costs of unsold and non returnable course pack inventory. The library would also like faculty to remind their students to fully utilize the University Library resources available to them. Hasan Akay advised posting items on oncourse for student use. Elaine Cooney advised it is less expensive for their department to do course packs rather than let students print course material in their labs.

For details on the above information and all other Faculty Council meeting notes please look at their website: [www.iupui.edu/~fcouncil](http://www.iupui.edu/~fcouncil).

Graduate Ed Committee – No Report

Resources Policy – No Report

Budgetary Affairs – No Report

Grievance Board – No Report

Purdue Intercampus Faculty – No Report

Purdue Technology Senate – No Report

Old Business – No Report

New business – No Report

The meeting ended around 12:00 noon; the next meeting will be in September 2004.

## **Attachment 1**

### **Dean's Report for May 11, 2004 Faculty Senate Meeting**

#### **Academic Programs**

- The total student credit hours and the student headcount for the School is down about 9% for fall 2004 semester as compared to same time this year. IUPUI's numbers are also in the negative. Campus administration and the several school representatives have started Thursday morning weekly meetings to address the enrollment question between now and August.
- Our 2004 Bepko Honors Convocation attracted more than 420 guests on April 16, 2004. We recognized 183 of our outstanding students and awarded over \$100,000 worth of scholarships and awards. The following faculty and staff members were also honored that evening:
  - Trustees Teaching awards went to Elaine Cooney, Stephen Hundley, Rich Pfile, Adam Siurek, Joy Starks, and Rob Wolter
  - Wisner-Stoelk Outstanding Faculty: Maher Rizkalla
  - Outstanding Teacher: Charles Feldhaus
  - Abraham Max Distinguished Professor: Hiroki Yokota
  - Frank E. Burley Distinguished Professor: Razi Nalim
  - Doris H. Merritt Outstanding Leadership: Stephen Hundley
  - Staff Scholarship: Ben Cockrum
  - Staff Spirit: Phyllis Koch
  - Lucille Payton Outstanding Staff: Sheila Walter
- The 35<sup>th</sup> IUPUI Commencement took place on May 9, 2004 at the RCA Dome. IUPUI awarded 4,900 degrees. Our School awarded a total of 684 degrees, to include 280 AS in Technology, 268 BS in Technology, 6 BSE, 23 BSCmpE, 35 BSEE, 33 BSME, 6 MSBME, 21 MSECE, and 12 MSME.
- The first group of 11 Engineering Dual Degree Program graduates had Butler University Commencement Ceremony to attend on Saturday, May 8.
- The IUPUI Spirit of Philanthropy luncheon was held on April 22, 2004 at Marriott Hotel downtown. Our School recognized Ronald Budny, member of Interior Design advisory committee, for his establishment of endowed scholarship.
- Group of researchers from our School, and the Schools of Medicine and Science were invited to make presentations at Purdue University, WL on May 3, 2004 to further the collaboration with Discovery Park researchers. Yaobin Chen organized the event for IUPUI; Charles Turner, Russ Eberhart, and Hasan Akay were our presenters.
- The School of Mechanical Engineering at WL approved the start of the PhD program in mechanical engineering at IUPUI starting next fall. We are now waiting for signatures for the start of the MS program in technology, which will be in effect next fall also.

#### **Guidant Day**

- On May 11, we will celebrate the occasion of \$1.7M gift that the Guidant Foundation gave to our School to establish the Thomas J. Linnemeier Guidant Foundation Chair in Biomedical Engineering. City of Indianapolis sent a proclamation to announce May 11, 2004 as the Guidant Foundation Day.

## **2004-05 Budget**

- Campus administration established the guidelines of 1-3% salary increase for faculty and staff. In our School, we have submitted the recommended salaries with 2.5% average raise for the staff and about 2% average salary increase for faculty. Raises due to promotion and some additional increases for few faculty members with outstanding performance this year are excluded from this average. After the IU Board of Trustees approve the budget, the salary letters will be mailed to all faculty and staff late May or early June.

## **Administrative Changes**

- Rich Pfile has been appointed as the incoming Chair of the Department of Electrical and Computer Technology effective July 1, 2004.
- Mark Bannatyne from Purdue University, WL will join us on August 1, 2004 as the new Chair of the Department of Mechanical Engineering Technology.
- Erdogan Sener will go back to full-time teaching after July 1, 2004 and Akin Ecer will serve as the Acting Chair for the Department of Construction Technology for 2004-05 academic year.

## **Faculty News**

- Doug Acheson, Zina Ben Miled, Barbara Christie, John Schild, Joy Starks, and Hiroki Yokota were promoted to associate professor ranks with tenure.
- Marv Needler is retiring after almost four decades of teaching, research, administration, and faculty leadership.
- Tim Diemer received \$12,375 grant from the IUPUI International Development Fund for his proposal, "Assessment Techniques at Universiti Tenaga Nasional, Malaysia".
- Andrew Hsu received \$10,000 grant from IUPUI International Development Fund for his proposal, "Collaboration on Fuel Cell Research with South Korean Institute of Science and Technology".
- Ali Jafari received \$4,000 grant from IUPUI International Development Fund for his proposal, "International Collaborations Development: Distance Learning Activities and researching the Next Generation of Learning Environments".
- Patrick Gee received \$3,000 grant from the Office of Professional development for his project proposal, "Evaluation of the Minority Engineering Advancement Program".

## **Staff News**

- Pamela Neal joined us as Engineering Dual Degree Program Coordinator to replace Angela Bowers. She will spend one day a week at IUPUI and the remaining time at Butler University.

## **Our Students**

- 5<sup>th</sup> Annual Student Design Show was held on April 19, 2004 in ET Building second floor and it was another great success with high quality student work judged by professional interior design practitioners.
- Our School sponsored the annual Basic Utility Vehicle (BUV) competition on May 8, 2004. Eleven universities participated in the event but unfortunately our School did not have any team of its own.