

PURDUE SCHOOL OF ENGINEERING AND TECHNOLOGY
Faculty Senate Minutes
March 21, 2006

Representatives in Attendance: Sohel Anwar, Jim Brown, Jie Chen, Jan Cowan, Brian King, Nancy Lamm, Razi Nalim, Tim Price, Paul Salama, John Schild, Wanda Worley, Dong Xie, Jack Zecher

Guests: Doug Acheson, Hasan Akay, Ken Rennels, Rob Wolter, Dean Yurtseven

Meeting began at: 11:10 a.m.

The February 2006 minutes were approved by all in attendance with minor change noted. Copies of the minutes are not distributed at the meeting, but can be found at G\COMMON\Senate documents.

Administration Report

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

Faculty and Staff News:

Sarah Koskie, with ECE, received \$7,000 for a Summer Faculty Grant from Purdue Research Foundation.

Dong Xie, with BME, submitted an Invention Disclosure to the IU Office of Technology.

Maher Rizkalla, with ECE, submitted an Invention Disclosure to the IU Office of Technology.

Events:

Campus day was held on Sunday, March 5th and was very successful; several faculty members and department chairs helped out. The school made two presentations to potential students and parents.

The Alumni Wine Exchange was held on March 11 at the Sycamore Springs complex clubhouse, and 40 alumni, faculty, staff and guests attended.

DIAC met on March 16th at the IU RTC Building. The guest speaker was Dr. Craig Brater, IU Vice President for Life Sciences and Dean of IU School of Medicine. Dr. Brater presented his vision for the Life Science Initiative and how our school could be involved. The Dean hopes our school will be part of the Life Science Initiative.

Division of Labor Studies:

The Division of Labor Studies is an IU unit based at IUPUI, offering BS, AS, certificate and minor in labor studies. The Division has 5 full time faculty and 3 staff at IUPUI, 3 in Bloomington, 2 in Fort Wayne, 1 in Kokomo, 3 in Gary, and 2 in South Bend. Seven of the 16 faculty members are tenured. The Division taught 6,050 student credit hours in 2004-05. Thirty of thirty six of their course are online.

Dr. Yurtseven advised there is a meeting on Wednesday with this group. John will represent Faculty Senate. Pat Fox, Dr. Yurtseven and Cliff Goodwin will also attend. This division is looking for a home in the IU system. A number of units have spoken with them; Dr. Yurtseven advised we are 6th on the list. One incentive is the management fee if we absorb the unit.

One reason units do not want to take them is the multi campus aspect is difficult to manage; too many meetings, etc. There is not a good mesh in specialty areas and it is an IU degree. This would be the only IU degree in the school. Dr. Yurtseven is trying to get more information and perspective on this offer. Their courses are doing well and as noted many are web courses. With the Division of Labor Studies being on multi campuses, they may need better management. The former director resigned last July.

Charlie asked how much Cliff has advised Dr. Yurtseven regarding this proposal. **They consider themselves trainers, but not academic units.** The tenure track IU faculty have good credentials and some have good publication records. Dr. Yurtseven cannot judge at this time. All of the faculty are 12 month employees; they offer a number of courses to labor unions during the summer. Financially they look fine; the management side could pose difficult. In the long run, would it work well with our school? There is some concern whether the Division of Labor Studies can mesh with OLS; OLS has 4 tenured faculty.

John Schild advised to go to their website to find out about faculty members; the documents are large. Collectively we have some information and should try to share it. Razi asked if there are philosophical problems with them joining our school, we are more under the management side. Cliff advised there could be some good interaction. AFL-CIO very much interested with this group. 21st Century Labor is more technology oriented. Adding the Division of Labor Studies could be appropriate for our school.

Dr. Yurtseven brought this up to DIAC; they advised to be careful of the merger. Some of the faculty are about to retire; replacements might be all IUPUI. This is an IUPUI unit currently; could possibly be located at IUPUI only and web elsewhere in the future. There is a different fee structure with online sessions. Eventually some of the faculty members will be phased out. Currently there is no room for them if we were to keep for 18 months they would stay in the Union Building. Ken asked what the technology needs were, Dr. Yurtseven is uncertain.

Paul Salama asked if they will be self sufficient since the state has dropped funds for them. They will get some of share that IU system gives from State appropriation. James Johnson advised they are viable profit wise.

Dr. Yurtseven advised there is no new budget or building/space information.

For further details of the Dean's Report see Attachment 1.

Administration Report from Dean Rennels

Next month Ken will have preliminary numbers for summer and fall registration.

They are planning the spring course evaluations. The evaluations will take place from April 17-May 1st.

There are changes underway regarding how the school will teach the Learning Communities courses.

Engr 195 Freshman Engineering Project will be the Learning Community course for engineering students and Tech 102 Discovering Technology will be the Learning Community course for technology students.

Constitution and Bylaws Committee - No Report

There is a copy of the latest revisions in PDF form, under Senate documents, folder for Constitution and Bylaws.

Graduate Education Committee – No Report

Student Affairs Committee – Rob Wolter

Rob discussed the need for each department to have a Student Advisory Board. The Engineering and Technology Student Council distributed a memo and proposal to the Faculty Senate on May 5, 2005 requesting each department have an Undergraduate Student Advisory Board. Rob has researched this and found ME, ECE and ECET are the only departments who currently have such a committee. The January 2006 Student Council discussed this topic again and would like to see every department have a Student Advisory Board.

The Engineering and Technology Student Council outlines goals and has a written report at the end of each semester. The Student Advisory Board committee is based on a model from ME. The Student Affairs Committee feels this is past the point of a recommendation and would like to see every department have a Student Advisory Board. It was not discussed whether the departments need to offer a Graduate Student Advisory Board. Only departments, not programs, are requested at this time to offer a Student Advisory Board. John felt impressed that our students wanted to have this and would offer good communication between students and departments. Ken feels it would be a good idea to have a Graduate Student Advisory Board also.

Ken advised the Student Affairs Committee should take this on and check with each department to make sure they are offering this to our students. There was discussion whether this should be in the bylaws; Ken is not sure it should have to go to the Bylaws Committee.

Someone questioned if the Student Council gets campus fees, they may get monies from Student Life and Diversity. Nancy advised with her and Wanda's help E&T Student Council has members on advisory boards. Brian Deckard is searching for ways to bring together students and departments to link student concerns with faculty. There was a motion made to strongly encourage participation from each department. John Schild will be forwarding to the department chairs the committees suggestion. Originally, the Student Advisory Board was a proposal, but now it is a recommendation for each department.

Nancy Lamm moved the Faculty Senate recommend to all ET departments and programs that a Student Advisory Board be formed for the 2006-2007 academic year, beginning in the fall; Razi Nalim seconded this. The Student Advisory Board would also satisfy ABET. There was also a suggestion made to adding programs to the recommendation. The memo to Faculty Senate from the Student Affairs Committee on May 5, 2005 and the Undergraduate Student Advisory Board Bylaws are attached to these minutes.

Budgetary Affairs Committee – No Report

Nominations Committee

Doug Acheson advised he has not heard from two departments, ECE and ME. He would still like to vote on Monday, March 27 through Wednesday, April 5. The following week Faculty Senate would vote on chairs of the committees. John Schild asked Doug to send a note to the faculty. Doug advised the new system is working well.

Nancy questioned since they are in a program they wanted to make sure they were keeping the same faculty for another year. Doug advised they were. The programs are Design Technology, Freshman Engineering, and TCM.

Resources Policy Committee – No Report

Undergraduate Education Committee

Connie Justice was unable to attend; John distributed a short report from the committee.

The Undergraduate Education Committee approved the following course and is seeking Faculty Senate approval.

BME 322, Probability and Applications in Biomedical Engineering

The committee discussed this course with ECET faculty and Stanley was involved with the discussion. Nancy moved the Faculty Senate approve the course. John Schild passed his gavel on, and made had a comment. John advised there will be animal lab experiments; BME has been around in a formal sense for nearly 40 years now and has evolved over the years to be more topic specific. There was no further discussion. **Faculty Senate approved the BME 322 course.**

The following course was tabled by the Undergraduate Education Committee. This course needs to be cross listed with ECE 340, and was tabled per Hasan Akay.

ME 340, Instrumentation and Measurement Systems

Computer Resources Committee

Dr. Akay advised the committee met on March 3rd to discuss several IT related issues on school and campus. There is a campus wide initiative to standardize printing charges, and this was the main agenda item. This initiative is campus wide and involves UITS. There are several units which currently implement this policy. Current studies show the charge should be .03 cents per page. Implementing printing charges should eliminate paper waste, which is currently very costly since the costs of paper are continually rising.

The UITS policy on some computers allows students to print 25 pages maximum per print job. They do not allow any special paper usage. The Library and Medical school policies were revised.

A presentation has been made by CNC at the March 3rd meeting of Computer Resources Committee outlining the following options:

- Do nothing
- Implement a quota – number printed at one time or total number of sheets allowed
- Implement costs system
- Implement combination of above

The committee recommended printing in CNC could be charged at 1 cents per sheet with some quota set for free printing in return for part of the tech fees paid by students. This is still being discussed.

Students should be advised that the technology fees are used by the school for software licenses, maintenance and upgrading of labs and facilities, and paying salaries of employees taking care of the labs.

Tim asked if there is any indication printers are being abused in our school. Hasan advised there is a large amount of paper currently being used in our school. Charlie Yokomoto advised everyone should put their information on Oncourse; others advised students still like to print information out to have a paper copy. Nancy Lamm asked if there would be a charge to print class assignments. Hasan advised departments should discuss this and make their thoughts known to the Communication Resources Committee.

Faculty Affairs Committee – No Report

IUPUI Faculty Council

Hasan Akay advised there was a presentation on the integrated appearance of Indiana campuses, how the logos should be, and whether we are IU or Purdue programs. Hasan feels some of the proposals could hurt IUPUI's image. Hasan will forward the information to the committee. The recent Campus TV commercials are a positive image for IUPUI. The watermark logo will still be the IUPUI logo. This is still under discussion at the Faculty Council level and is basically a proposal prepared by the media people under a committee. A presentation given on the integrated image initiative at the Faculty Council's March 7th meeting by Amy Conrad Warner, Interim Vice Chancellor for External Affairs, may be found at <http://www.iupui.edu/~fcouncil/documents/integimage.ppt>.

Grievance Board – No Report

PWL Faculty Senate

John advised the PWL Senate report will be located under the G drive, Common, Senate Documents.

Purdue Intercampus Faculty – No Report

Purdue Technology Senate – No Report

Old Business

John Schild reconfirmed that Senate had approved changes to the Bylaws concerning membership of the Graduate Education Committee.

New Business – No Report

Announcement

The Unit P&T Committee assumes responsibility for selecting faculty award winners from those nominations presented to the Dean. There were problems in the past reviewing these forms.

The meeting ended at 12:20 p.m.; the next meeting will be on Tuesday, April 11, 2006, 11:00 a.m.

Dean's Report for March 21, 2006 Faculty Senate Meeting

Faculty and Staff News

- Sarah Koskie received \$7,000 Summer Faculty Grant from Purdue Research Foundation for her research proposal, "Model Reduction for Intracellular-Signaling Pathways."
- Dong Xie submitted the Invention Disclosure, "Novel Monomer-Free Light Cured Glass-Ionomer System for Improved Dental Restoratives" to the IU Office of Technology.
- Maher Rizkalla submitted the Invention Disclosure, "Novel FPGA Architecture" to the IU Office of Technology.

Events

- 2006 Campus day was held on Sunday, March 5 and there was over 2,500 visitors going through the campus exhibits and school displays. Thanks to several of our department chairs, faculty members, and staff who showed up and answered questions of the visitors. Our school made two presentations to a full classroom of potential students and parents.
- Alumni Wine Exchange event brought about 40 alumni, faculty, staff, and their guests to Sycamore Springs complex Clubhouse on March 11, 2006.
- Dean's Industrial Advisory Council met on March 16, 2006 at IU RTC Building on West 10th Street. The guest speaker was Dr. Craig Brater, IU Vice President for Life Sciences and Dean of IU School of Medicine. He presented his vision of IU Life Science Initiative and DIAC members asked several question about how our school would participate and contribute to the effort.

Division of Labor Studies

- Division of Labor Studies is an IU unit based at IUPUI, offering BS, AS, certificate, and minor labor studies. The Division has 5 full-time faculty and 3 staff at IUPUI, 3 in Bloomington, 2 in Fort Wayne, 1 in Kokomo, 3 in Gary, and 2 in South Bend. Seven of the 16 faculty members are tenured. Division taught 6,050 student credit hours in 2004-05. Thirty of its 36 courses are online.
- Division is seeking for a home in the IU system and there will be 18 months of trial period for probationary arrangement with some management fees provided by the university administration.
- There will be preliminary talks between the Division faculty members and our school on March 22, 2006 facilitated by IUPUI Faculty Council President and Vice President.

MEMORANDUM

TO: ET Faculty Senate
FROM: Student Affairs Committee
DATE: May 5, 2005
RE: Proposal for All Programs to Have Undergraduate Student Advisory Boards

The Student Affairs Committee proposes that all ET programs establish an Undergraduate Student Advisory Board. Students are our primary constituent and the School needs a standard medium for soliciting students' concerns and needs. This memo offers suggestions and bylaws (see Appendix) for establishing such a board.

We suggest these Student Advisory Boards be developed for each program rather than for each department since some departments are comprised of very diverse programs.

To make it easier for programs to get started with this process (if they so choose), we are suggesting the following bylaws. These bylaws are adapted directly from the excellent model developed by The Department of Mechanical Engineering and are only a guide. We thank ME for allowing us to piggyback on their excellent idea.

If your program establishes a Student Advisory board, please tailor these bylaws to fit your specific needs.

If we can provide additional information or if you have questions, please contact us (Nancy Lamm, nlamm@iupui.edu; Adam Siurek, asiurek@iupui.edu; Ken Reid, kreid1@iupui.edu; Wanda Worley, wworley@iupui.edu).

APPENDIX

Undergraduate Student Advisory Board Bylaws

Objectives

The Undergraduate Student Advisory Board (USAB) will be composed of members representing undergraduate students from various groups (explained in more detail under “Membership”).

The objectives of the Board are:

1. Provide feedback and advice to the program on undergraduate program related matters, including, but not limited to:
 - curriculum changes
 - program objectives
 - program outcomes
 - computer classroom environment
 - academic misconduct
 - online evaluation
2. Help the program assess program objectives and outcomes
3. Disseminate program and department plans to remaining student body for additional feedback
4. Help the program prepare for the ABET (The Accreditation Board for Engineering and Technology) review process in maintaining accreditation of the program’s degrees.

Meetings

The USAB will:

- Meet at least twice annually, preferably before mid fall and spring.
- Hold additional meetings as deemed necessary.

Meeting agendas will reflect the interest of the program and the USAB members.

Membership

USAB membership will consist of:

1. At least eight members representing the program’s undergraduates at IUPUI campus, two from each grade level, to be elected by a faculty committee among those nominated by students or faculty (self nomination is possible).
 - Department chair will be responsible for convening faculty to nominate students.
 - Student Board members may serve until graduation if they remain in good standing in the program.

2. At least one or two faculty advisors (depending on size of program), to be chosen by the department chair or by self nomination.
3. The department chair may choose to serve on the Board.
 - The Board will be chaired by a student member elected by the Student Advisory Board.
 - The Board will elect a Secretary to assist the chair in carrying out her/his duties.
 - Other University and School administrators and faculty may be invited to attend the meetings as appropriate.

Elections

Election of members and chair will be conducted as follows:

1. New members for vacant positions will be elected each fall and spring semester, among those nominated by faculty, students, or self before the first meeting of that semester.
2. Board members may serve until graduation.
3. Election of the chair and secretary will be conducted annually at the first fall meeting, among those members who have at least two semesters before graduation. The Board will conduct the elections.
4. The chair's and secretary's term will start with the elections in fall semester and last until the next election.
5. The chair cannot serve more than one year as chair (to allow the experience to as many students as possible).
6. If re-elected, the secretary may serve more than one year.
7. Members who graduate will have a post-graduate status, and may be invited to the Board's activities.

Chair's Responsibilities

The Board Chair will:

1. Provide leadership in helping the Board to achieve the Board's goals and objectives consistent with the needs of the program.
2. Prepare meeting agendas in collaboration with the faculty advisor(s), the Secretary, and other Board members.
3. Chair the Board meetings.

Secretary's Responsibilities

The Board Secretary will:

1. Record and write the meeting minutes.
2. Disseminate information on the Board's activities to appropriate stakeholders.

Faculty Advisor(s)'s Responsibilities

The Faculty Advisor(s)'s will:

1. Provide leadership, guidance and advice to Chair, Secretary, and Board members.
2. Copy/print necessary materials for Board.
3. Obtain necessary funds for Board approved events.
4. Bring program issues to Board for student input.