

PURDUE SCHOOL OF ENGINEERING AND TECHNOLOGY
Faculty Senate Minutes
October 10, 2006

Representatives in Attendance: Hasan Akay (alternate), Sohel Anwar, Jim Brown, Sally Catlin, Stanley Chien, Barb Christe, Gabe Chu, Mohamed El-Sharkawy, Charlie Feldhaus, Stephen Hundley, Chul Kim, Brian King, Nancy Lamm, Laura Lucas (alternate), Razi Nalim, Darrell Nickolson, Paul Salama, John Schild, Joy Starks, Wanda Worley

Guest: Ed Berbari, William Conrad, Elaine Cooney, Cliff Goodwin, Pete Hylton, Dean Yurtseven

Meeting began at 11:00 a.m.

John Schild asked everyone to look over the agenda and advise him of any changes. Cliff Goodwin advised the Budgetary Affairs portion will be given during Dr. Yurtseven's report. Cliff will answer questions if there are any. There was a motion to accept the agenda; the agenda was approved by Faculty Senate.

John reminded everyone they should look at the meeting minutes prior to meeting. Copies of the minutes are not distributed at the meeting, but can be found at G\COMMON\Senate documents in addition to being distributed to all faculty via the E&T Faculty email at least one week prior to the next Faculty Senate meeting. There was a motion to accept the minutes; the September minutes were approved by Faculty Senate.

Administrative Report

Academic Programs:

ABET was here between September 30-October 2. The visit went well and we will receive the draft report prior to the end of this year. The final report will be received August 2007.

The IUPUI Review of Technology programs will take place late November. The department/program chairs and school administrators have been meeting to prepare for the review.

The school has started a new service, "academic advising for first year technology students" for new technology students who may be undecided about what technology program to go into. This is an extension of the advising system that Nancy Lamm and her team provide already, something along these lines was designed for the technology programs. Dave Williamson, Gail Shiel, and Ken Rennels will provide this much needed service.

Faculty News:

Gassan Kassab (BME) received \$332,051 grant from NIMH.

Andrew Hsu (ME) received a 3 year, \$1.5M per year earmark funding from the US Army Research Center for a proposal.

Events:

The campus organized a Welcome Reception for the 2006-07 Bepko Scholars and Fellows on September 8, 2006. Four students from our school received Bepko Scholarships for fall 2006. The students are: Justin Hollman (ME), Joseph Listerman (ME), Jessica McGowen (ME) and Sam Whipple (BME).

The Student Design Organization held their annual show (7th annual show) on September 14th. The show was very successful.

The Staff Retreat was held on September 15th at the Ft. Benjamin Harrison Resort Center. This is the only chance the staff members can get together for training activities. Marilyn Bedford from IUPUI Human Resources was the speaker and facilitator.

The Joint Board of Advisors meeting was held at the Rolls Royce Training Center on September 15th. The theme of the meeting was Innovation through Technology. Emily DeRosco (Assistant Secretary of Labor), Lisa Laughner (Vice President of CICIP), and Pat Kiely (President of Indiana Manufacturers Association) were the primary speakers. Two students from our school presented their research findings.

The E&T Student Council organized the E&T Career Connection on September 21st. Over 40 employers and 200 students attended.

The E&T Alumni golf outing took place on September 22nd at the Saddle Brook Golf Course. This is now an annual event. Although it was a rainy day there were still many donations. All proceeds will go to student scholarships.

Faculty and Staff were honored for their service and achievement at the 2006 Chancellor's Employee Recognition Convocation on September 29, 2006. Sally Manion and Pam May were recognized for 30 years of service at IUPUI. Nancy Lamm received the Glenn W. Irwin Jr., MD Experience Excellence Award. Other ET staff recognized for their service anniversaries were: Susan Martin (5 years), Don Krajewski (5 years), Valerie Lim (10 years), and Marilyn Mangin (10 years).

On October 4th the school joined the IUPUI Alumni office to organize a luncheon meeting with Duke Energy to present a school update and to renew their connection to the school and our programs.

The second annual Motorsports Day was held on October 6th. Racing organizations, race car drivers, interns and technical experts attended the event and spoke about their motorsports passions and mingled with all motorsports enthusiasts.

Pete Hylton did advise the MET department is in process of designing a dual BA/BS program in Motorsports. The first two years would be fairly common, filled with basic technical, management, marketing, and business courses. Then the path would divide, technically focused people would fill their last two years with courses from E&T and graduate with a BS in Motorsports technology. Less technically inclined people would fill their last two years with more marketing, management, etc, and graduate with a BS in Motorsports Operations.

School Budget:

There have been many budget related meetings taking place over the past academic year, summer and this academic year. Faculty Senate, department chairs/deans, Budgetary Affairs Committee, Staff Advisory Committee and campus administration have participated in some of these meetings to address their concerns and thoughts regarding the budget difficulties of the School.

The income from student tuition decreased during the 2005-06 fiscal year and the school anticipates there will be another income drop for the 2006-07 school year. The school did well in research but it was not enough to offset the decrease in student tuition. Since the school did not meet the projected student credit hours for last year and this year there is a deficit in the base budget for both years. Most of the schools cash reserves were spent on the renovation of the ET Lower Level; therefore, we do not have cash funds income to cover all of the cash expenses for the 2006-07 school year.

The campus had covered portion of the State appropriation shortcoming few years ago where the funds were used for repair and renovation. Now, the campus is asking schools return those funds by the end of this fiscal year. Thus, the budget deficit is now deeper due to additional burden of \$278K to be returned to campus.

School Budget items of discussion during the meeting from Faculty Senate include:

Each department chair has received the credit hours they are expected to generate this summer. Dr. Yurtseven advised it will be difficult to pay full time faculty for summer teaching. Laura Lucas reminded that this was the case for summer 2006 also.

All lecturer positions along with ½ of the part time faculty spending are in the base budget. Dr. Yurtseven advised the school is trying to cut down on part time faculty. We pay close to \$1.0M to associate faculty every year.

Mohamed El-Sharkawy questioned student recruitment efforts. He feels the school should increase staff in the graduate office and try to switch staff in some other offices. There have been some cuts in part time staff only. Some staff are working on recruitment efforts. Services are somewhat centralized in the Dean's office, so there are a number of staff are in the dean's office. Faculty questioned the wisdom of cutting the part time budget and cutting staff involved with recruitment.

Razi Nalim suggested the school identify ways to intensify external funding efforts.

Laura asked if the research faculty would also be required to increase their teaching load. Dr. Yurtseven advised the chairs will be asking everyone to increase their teaching load.

Faculty asked about the deficit and the efforts to close the gap. Dr. Yurtseven mentioned Butler University EDDP program and the income received annually of \$360,000 from this program. Campus administration has asked the school to put this income in the base budget.

Dr. Yurtseven advised current and future vacant staff and academic positions may not be filled.

Cliff Goodwin mentioned in light of other schools on campus having financial trouble when Pat and Oner met with Bob Martin did he offer any help? Bob Martin advised to shrink the base budget. At this point in time campus administration is advising that the school has to take care of itself. Dr. Yurtseven advised Herron, Nursing and Science are all having some form of budget problems. The Law school is recovering from a big budget deficit.

Charlie Feldhaus asked if the school perceives this as a period of contraction, where do we see ourselves in 5 years, 60-70% of where we are now. Dr. Yurtseven advised that the enrollment is cyclic and that we will recover. A similar cycle happened in the mid 90's. This drop in enrollment happened at the same time the school began the building renovation. The school committed the building renovation to the campus in 2003, and shortly after the enrollment began decreasing. With CIT enrollment decreasing (Informatics and School of Science may be getting some of these students) and the building renovation in

process the school is having budget problems. Ivy Tech is another factor; students are taking courses there and transferring them in since the tuition at Ivy Tech is lower than IUPUI tuition.

2006-09 Strategic Plan for the School of E&T

Dr. Yurtseven submitted the Strategic Plan in May and the Alumni Board endorsed it. Dr. Yurtseven advised Staff looked over the plan and their thoughts are as follows:

Staff felt the plan did not reflect their part in the school; very little mention of staff in the plan.

Recommend some grammatical and style changes. Dr. Yurtseven advised Wanda Worley works on the written part of the document; some of the requests were taken into consideration.

As a technical school, the plan should include information about technology plan.

Add “best known urban school” to the document.

Make student retention a goal.

The chairs and staff have made comments. Dr. Yurtseven will incorporate the staff wording and forward to Faculty. John asked if the Senate will endorse the document and Cliff asked if the staff want to see the final document. Barb Christe advised she would like to see the final document prior to the next meeting.

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

Administrative Report from William Conrad

Certificate Policy

Bill Conrad advised his office does not set the policy; they only endorse policies that are made. The Certificate Program Criteria from the May 2001 Faculty Senate minutes states: “Students who are seeking one of the certificate programs offered by the School of Engineering and Technology must qualify for admission under the published criteria for one of the academic units at IUPUI and must complete at least one-half of the academic requirements for that certificate after admission to that certificate program.”

Dean Conrad advised Faculty Senate many students who apply for their certificate have not yet enrolled in the certificate program they are pursuing. Since this is happening many students would not be eligible for the certificate. Administrative changes are necessary to the Certificate Program Criteria. The portion “complete at least one-half of the academic requirement for that certificate after admission to the certificate program” concerns the faculty. Stephen Hundley advised he sees issues where student have taken all the courses, then want the certificate. Hasan Akay advised some students get a minor in math but do not declare it until after they take the courses.

Pete Hylton advised his Motorsports certificate students will have problems getting their certificate since their program plan does not show them pursuing the certificate. The certificate was approved by the university in February 2006 and is effective for August 2006 graduates. The intent to create the certificate was announced in early 2005, thus they have had students planning their way towards completion for nearly two years. Dr. Yurtseven asked MET to design a certificate so they are now hoping this policy will not prevent the students from receiving their certificate.

This policy needs to be forwarded to the Undergraduate Education Committee to clarify or amend the policy wording.

Constitution and Bylaws Committee

Wanda Worley proposed at the September Faculty Senate meeting changes in the bylaws regarding how to replace someone who leaves a school-wide elected committee or board. The committee updated the wording as noted in the September Faculty Senate minutes. **Faculty Senate approved the change in the bylaws to reflect how a faculty will be replaced on a school-wide elected committee or board.**

Graduate Education Committee – No Report

Student Affairs Committee – No Report

Budgetary Affairs Committee

See information regarding the School Budget information under the Administrative Report.

Nominations Committee

Joy Starks advised she submitted eight (8) names to Dr. Yurtseven for the administrative reviews for Tom Ho and Pat Fox.

Resources Policy Committee – No Report

Undergraduate Education Committee – No Report

Computer Resources Committee

Hasan Akay advised Faculty Senate the committee has not met since the last senate meeting; they will meet this Friday. The committee will discuss guidelines for the maintenance of websites for departments. Bill Lin advised the Pay-For-Print is in effect in the CNC labs right now. CNC will also move this service to other department labs if anyone requests it. CNC will also offer workshops to introduce computing facilities.

Hasan advised IU has a supercomputer system, which is called “Big Red” and is the fastest supercomputer owned and operated by a U.S. university. Hasan encouraged Faculty Senate to send students to the training workshops that UITS is currently holding on October 27 to get familiar with and the use of these facilities.

Faculty questioned Email space. Hasan advised this is a UITS policy; they are in the process of increasing the space but have no specific time plan at this time. If you need more H drive space please advise CNC. Some faculty felt the H drive is not backed up in any reliable manner; however, Hasan feels it is more regularly backed up than it used to be. Hasan will inquire with CNC about this.

Faculty Affairs Committee

Elaine Cooney advised the committee met on September 28th. There is a need for equity, which is important for promotion and tenure. Some faculty and departments feel there should not be a definition of research for the complete school. Some are questioning the “fairness issue”.

Elaine advised she is requesting data from the Dean regarding each department. She is requesting the number of credit hours taught by each faculty, the number of student contact hours, and the number of student credit hours. The existing workload policy talks about ECH's based on a variety of items and the committee is trying to gather data. They are looking more at workload/class size rather than a money issue. Graduate classes by nature are smaller classes; they will break out graduate credit hours, international, etc. The committee is requesting this information from the dean's office.

Mohamed El-Sharkawy feels we should compare our information to other universities similar to us. Many faculty feel it is not fair to compare teaching loads between engineering and technology and there should be separate documents for promotion and tenure. Hasan advised there are separate documents, the teaching requirement is the same, but the research requirement is different. The research vs. teaching has always been an issue. The department chairs work on this area to decide what is required of their faculty. There was a request to define what is a research faculty and what is a teaching faculty at one time, which had financial implications. The Faculty Affairs Committee may need to discuss this further.

Elaine is not sure how to get information from other schools; the school might be able to get this information.

Razi Nalim feels if you are going into this much detail to calculate the teaching workload; questions how we can quantify research workload.

Another recommendation by the committee is having committees exchange information. The discussion of teaching loads should be discussed all together with the Budgetary Affairs Committee, Promotion and Tenure Committee and Faculty Affairs. Each group is discussing various parts and it would help to work together.

IUPUI Faculty Council

Charlie Feldhaus advised IUPUI Faculty Council met on October 3rd. Rosalie Vermette called the meeting to order, this was an abbreviated meeting since Charles Bantz gave the State of the Campus Address at 4:00 p.m.

Jackie Blackwell, Chair of Nominations committee advised the at large representative elected to the Promotion and Tenure committee was Patrick Rooney, the Faculty Representative at large from the School of Philanthropy.

Bart Ng reported for Betty Jones for Academic Affairs. There is a charge from the IU Board of Trustees to all IU campuses to create a series of common courses that will transfer across all campuses. The courses will amount to 18-24 credit hours.

Bart Ng advised Engineering had brought up a problem with contracts and grants. IU does not give out classified research. There needs to be an official request; when you do research you have to be careful when sharing research information. All university and schools of engineering have revised their guidelines. This is the type of protocol from the IU system.

The audio stream of and PowerPoint presentation associated with Chancellor Charles Bantz' October 3rd 'State of the Campus' address is now available on his website at: <http://www.iupui.edu/administration/chancellor/speeches.html>

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

Grievance Board – No Report

IUPUI Graduate Affairs – No Report

PWL Faculty Senate – No Report

Purdue Intercampus Faculty – No Report

Purdue Technology Senate – No Report

Old Business

Dr. Schild reminded the Senate of an earlier request from the Associate Dean for Research concerning the formation of a standing Senate committee to oversee matters related to faculty research. The Senate assigned to the Constitution and Bylaws Committee the task of incorporating the Associate Dean's suggestions for committee responsibilities into wording consistent with that for other existing committees. The Constitution and Bylaws Committee was unable to accomplish this objective (see minutes from September 2006 meeting) and to date the matter remains inactive w/the Associate Dean for Research no longer pursuing the matter. However, as there is an ever growing emphasis on research expectations; faculty, and in particular technology faculty, are asking for some sort of help from the Dean's office to improve their chances for securing extramural funding. Some feel there is a need to establish a committee (standing or ad hoc) to offer guidance to departments and faculty that do not normally pursue extramural funding for research.

The chair of the Faculty Affairs (Elaine Cooney) committee noted that her committee is not specifically requesting the same committee format be reconsidered but her committee is requesting some involvement from the associate dean on this matter. Hasan advised this was already proposed and the standing committee was voted down.

Elaine recommends forwarding concerns to the Dean of Associate Research to see if he can come up with a committee that will support research over all the school. Dr. Schild will initiate this process w/ Dr. Hsu, Associate Dean for Research.

New Business

There was discussion of the graduate requirements for undergraduates and the wording for the residency requirements. The residency requirement in the 2006-08 bulletin states that students must complete at least two semesters of resident study at IUPUI, and they must complete at least 32 credit hours of appropriate course work, of which 12 credit ours must be completed in the major at the junior level or higher. There are some situations where this has never been followed. The school is in the process of trying to talk to someone at Purdue to discuss Statewide Technology students and will hopefully have an answer at the next CDD meeting. We have the policy but there are many exceptions. The policy should be understood by students, faculty and anyone who reads it. There is more information to come, cannot recommend anything at this time.

Dr. Akay reminded everyone to make their donations to the United Way campaign. He is working with Lisa Jones on the United Way campaign this year. The deadline for making pledges is October 18th. At this time only 7% of the school has pledged, Dr. Akay advised they would like to see 20% participation. They would like to see the School of E&T donate \$3,900.00. Last year IUPUI contributed \$342,000 to the campaign; this year the goal is \$360,000.

Razi Nalim would like faculty to promote TCM 460. The ME department felt their students needed this course to increase their students writing skills. Please encourage students to take this course, it is a 2 credit hour course.

The meeting ended at 12:50 p.m.; the next meeting will be on Tuesday, November 14, 2006, 11:00 a.m. in SL 165.

Attachment 1

Dean's Report for October 10, 2006 Faculty Senate Meeting

Academic Programs

- Five member Accreditation Board for Engineering and Technology (ABET) team visited our school to evaluate our ART-AS, CNT-BS, EET-BS, and MET-BS degree programs for re-accreditation and CpET-BS program for initial accreditation during September 30-October 2, 2006. The visit went well according to the Exit Interview and we are waiting for a draft report due to come five to nine weeks from today.
- The IUPUI Review of our Technology programs will take place at the end of November 2006. The department/program chairs and school administrators held number of SWOT meetings in order to prepare for the review.
- School has initiated a new service, "academic advising for first-year technology students", in addition to our regular advising by our technology chairs and faculty members. This will be a school service for new technology students who may be undecided about what technology program to go into. Dave Williamson (replacing Larry Hill for a semester), Gail Shiel, and Ken Rennels will pitch in to provide this needed service.

Faculty News

- Gassan Kassab (BME) received \$332,051 grant from NIMH for his proposal, "Pressure and Flow Induced Remodeling of Coronary Artery".
- Andrew Hsu (ME) received a three-year, \$1.5M per year earmark funding from the US Army Research Center for his proposal, "Renewable Energy through Ethanol & Fuel Cells: IUPUI and Army Research Laboratory Collaboration on the Development of an Environmental friendly Dual Use Technology".

Events

- Campus organized Welcome Reception for 2006-07 Bepko Scholars and Fellows on September 8, 2006. Four students from our School received Bepko Scholarships starting fall 2006. They are: Justin Hollman (ME), Joseph Listerman (ME), Jessica McGown (ME), and Sam Whipple (BME).
- On September 14, Student Design Organization (SDO) put together an outstanding Student Design Show (seventh annual show). The keynote speaker was Jeremy Singer, Associate of SOM from New York City and the Project Manager for Freedom Tower One in NYC. There were number of workshops presented for our students as well as well-attended trade show and judging event. Emily McLaughlin is the faculty advisor for SDO.
- Staff retreat was held at Ft. Benjamin Harrison on September 15, 2006. Marilyn Bedford from IUPUI HR was the primary speaker and facilitator.
- Joint Boards of Advisors meeting took place on September 15, 2006 at the Rolls Royce Training Center with Emily DeRosco (Assistant Secretary of Labor), Lisa Laughner, (Vice President of CICP), Pat Kiely, (President of Indiana Manufacturers Association) were the primary speakers. Two of our students, Lora Perry (BME) and Michael Reed (ME) presented their research findings.
- Engineering and Technology Student Council organized E&T Career Connection on September 21, 2006 in the ET Building lobbies on all three floors. Over 200 students and 40 employers attended.
- E&T Alumni Golf outing took place on September 22, 2006 at Saddle Brook Golf Course. All the proceeds will go to student scholarships.
- IUPUI celebrated the service and achievement of faculty and staff at the 2006 Chancellor's Employee Recognition Convocation on September 29, 2006. From our School, Sally Manion and Pam May were recognized for their 30 years of service at IUPUI. Nancy Lamm received Glenn W. Irwin Jr., MD Experience Excellence Award. We have also number of our staff to be recognized for their service anniversaries. They are: Susan Martin (5 years), Don Krajewski (5 years), Valerie Lim (10 years), and Marilyn Mangin (10 years).

- On October 4, our School joined IUPUI Alumni office to organize a luncheon meeting at Duke Energy (formerly Cynergy and Public Service Indiana) to give them a school update and to renew their connection to the school and to our programs.
- The second annual Motorsports day was held on October 6, 2006 with impressive number of racing organizations (Panther Racing Champ car Racing), race car drivers (Lynsey Tilton, Veronica McCann), interns (Mike Sheridan and Josh Cullins), technical experts (Scott Elkins and Cathie Lyon) joining us who displayed their activities, spoke about their motorsports passions, and mingled with all motorsports enthusiasts.

School Budget

- Number of budget related meetings have taken place in the School during the last academic year, past summer and this academic year. Faculty Senate, department chairs/program chairs/deans, Faculty Senate Budgetary Affairs Committee, Staff Advisory Committee, and campus administration participated in some of these meeting to address the current budget difficulties of the School.
- As pointed out at the fall 2006 Faculty and Staff Convocation, the income from the student tuition decreased during the 2005-06 fiscal year and we anticipate that there will be another income drop for 2006-07 fiscal year. The income from the grants and contracts indirect cost recovery went up during the same period but the increases have not been enough to offset the lack of income from student tuition. Since, we have not met the projected student credit hours for last year and this year, there is a deficit in the base budget for both years. In addition, we do not have sufficient cash funds income to cover all the cash expenses for 2006-07 as we spent almost all of our cash reserves for the renovation of ET Lower Level.
- After lengthy meetings, consultation, and advising, the following steps (not in any priority order at this time) are planned to address the budget crunch:
 - Intensify student recruitment efforts (ongoing)
 - Improve teaching and advising to improve retention (ongoing)
 - Increase the teaching load of full-time faculty temporarily to reduce the part-time faculty budget (ongoing with \$55K savings in fall semester and another \$50K plus savings anticipated for spring semester)
 - Combine number of course sections, wherever appropriate, to reduce our heavy dependence on part-time faculty (will be implemented for spring semester and onward).
 - Plan summer course offerings to cut cost (in the works).
 - Do not fill the vacated staff and faculty positions for 2007-08 (ongoing)
 - Reduce the part-time staff/hourly student expenses both at the dean's office and the department/program levels (ongoing).
 - Approximately \$130K was saved by asking a "takeback" cash amount from every department, program, CNC, and the dean's office (ongoing).
 - Retain all the indirect cost recovery funds from grants and contracts (20% goes to campus) temporarily instead of sharing 20% with department and 20% with PI's (in planning stages).
 - Retain significant portion of the salary savings and fringe benefits from grants and contracts temporarily instead of sharing with the departments and PI's (in planning stages).
 - Reduce the base budget by eliminating non-tenured and non-tenure track faculty positions as well as staff positions for 2008-09 fiscal year (in planning stages).
 - Reorganize and/or restructure both academic departments and/or programs and administrative and support services for more efficient and lower cost operation (in planning stages).