

**PURDUE SCHOOL OF ENGINEERING AND TECHNOLOGY**  
**Faculty Senate Minutes**  
**February 20, 2007**

Representatives in Attendance: Hasan Akay (alternate), Sohel Anwar, Mark Bannatyne, Jim Brown, Jie Chen, Barbara Christe, Stanley Chien, Gabe Chu, Dave Dellacca, Mohamed El-Sharkawy, Neil Eldin, Cliff Goodwin (alternate), Stephen Hundley, Connie Justice, Brian King, Razi Nalim, Darrell Nickolson, Nancy Lamm, Paul Salama, John Schild, Erdogan Sener, Joy Starks, Wanda Worley, Jack Zecher

Guests: Bill Conrad, Andrew Hsu, Laura Lucas, Marj Rush-Hovde, Rob Wolter, Dean Yurtseven

Meeting began at 11:00 a.m.

John Schild asked everyone to look over the agenda and advise him of any changes and/or additions. There was a motion to accept the agenda, all agreed; 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 December 2006 minutes were approved by all Faculty Senate members.

### **Administrative Report**

#### **Academic Programs:**

Dr. Yurtseven advised the final figures for spring 2007 enrollment show a 1.7% decrease in student credit hours and a slight increase of 9 students in the headcount. There were some last minute international students who enrolled which helped the figures.

The Purdue University Board of Trustees approved title changes in AS degrees from Civil Engineering Technology-AS to Construction Engineering Management Technology-AS and Construction Technology-BS to Construction Engineering Management Technology-BS. These changes are effective starting the spring 2007 semester.

Jessica Rae McGown, a ME Student, was selected to be one of the top 10 academic achievers among the IUPUI student athletes for fall 2006. She had a 4.0 GPA for the fall semester.

The School of E&T is working with Rolls Royce Corporation to create magnet schools for engineering with the IPS system. Arsenal Tech, Harshman Middle School and Elementary Schools 46, 57, 96 and 103 are the target schools. The school curricula will work in and with the following areas: Project Lead the Way (PLTW) in high schools (grades 9-11), Gateway courses in middle schools (grades 7-8), and Special science, technology, engineering and math (STEM) track courses in elementary schools (grades 5-6). Dr. Yurtseven advised our school is hosting ~500 PLTW students on campus this Friday.

Indiana University is partnering with Historically Black Colleges and Universities (HBCU) in STEM. Dr. Yurtseven attended two-day meetings at Jackson State University and IU Bloomington and IUPUI may receive 12-15 undergraduate students from HBCU's for summer research internships. Recipients of these students will include our school as well as School of Science, Education, Informatics and Medicine. Dr. Yurtseven will forward information to departments who may receive students this summer.

**Faculty News:**

Hiroki Yokota (BME) received \$237,512 R01 grant from NIH. This is the second year of his five-year grant.

Sohel Anwar (ME) submitted two Invention Disclosures “Optimized Control for All Wheel Drive System” and “Algorithm for Steer by Wire System” to the Office of Technology Transfer.

Andrews Hsu (ME) received \$300K from IUPUI to establish a Signature Center for Renewable Energy Center.

School received approval from the IUPUI Administration to establish Transportation Active Safety Institute (TASI). TASI is a partnership with industry, and Delphi Corporation is the lead partner.

IUPUI Student Athletes honored their “favorite professors” during a February 2<sup>nd</sup> basketball game. Favorite professors from our school were: Karen Alfrey (BME), Rob Wolters (OLS), Akin Ecer (ME), Harry Gundrum (ECE), Siva Krishnan (ME), Norman Hart (MET), Nancy Lamm (Fresh Engr), Patrick Gee (Fresh Engr) and Darrell Nickolson (DST).

**Budgeting and Planning:**

Dr. Yurtseven made a presentation to campus administration on January 25, 2007. Each school had to respond to the following three questions:

- Describe your planning process, including the ways faculty and students are involved.
- How are you managing in the current fiscal environment?
- What will be your major priorities for the next Campaign for IUPUI (2006-2013)?

Dr. Yurtseven’s response to these questions is attached to the Dean’s report.

**Space:**

Renovations are ongoing in the northeast portion of the third floor in the ET building in preparation for moving the CIT Department into this location. There will also be a small conference room outside of the CIT area. CIT Department should move early May. The SL building will undergo renovations starting as early as the spring. Many classrooms will be turned into BME wet labs. The campus provides \$1M cash per year to our school and the School of Science in support of the BME Department, integrated life science initiatives with the School of Science. Presently, these funds are being used to pay for these renovations.

**Action Groups:**

Dr. Yurtseven advised many groups have been meeting. Dr. Yurtseven has attended some of the meetings. He expects reports from the action groups by March 31, 2007 and hopes to implement many of the recommendations by July 1, 2007. There are eleven action groups, which are noted on the Dean’s Report in this document.

**Reorganization:**

There are four additional Action Groups that are charged to study and recommend the reorganization of our technology programs/departments.

Dr. Yurtseven advised the Freshman Technology and Retention Group is probably one of the most important. The Freshman Technology Program will be located on the first floor of the ET building where CNC was previously located. There will be minor renovations to the space. The group will consist of 5-6 people in the office along with a coordinator or director of the program. The Dean anticipates this will consist of 3-4 technology faculty and some clerical and administrative support. The school may combine this group with Freshman Engineering in a year or two so that freshman transfers and new students entering our School would have a uniform place for advising and advertisement of the variety of educational opportunities we offer. The Dean expressed hope that this move will help address some of our retention issues.

The other Action Groups are Department of Engineering Technology, Department of Computer Information and Management Technology, and Department of Design Technology. Dr. Yurtseven has not been in any of the reorganization meetings for these Action Groups.

Dr. Yurtseven advised the school is not phasing out any departments, programs or faculty. He is just bringing technology/engineering programs together. He also hopes to eliminate some duplication in departments. The overall goal is to address the student recruitment and retention issues in our technology programs, streamline teaching and service missions by eliminating duplications, make departments more operationally efficient. There is also a stated objective to refocus departments and faculty toward applied research and scholarly research related to our teaching mission.

*For further details of the Dean's Report, along with the Planning and Budget Hearing information, see Attachment 1.*

The following is discussion regarding the Reorganization of Departments:

**Neil Eldin** voiced his concerns to Faculty Senate regarding the reorganization. He feels Faculty Senate represents the faculty body and faculty should have academic freedom. He asked the Senate members to look closer at the reorganization structure presented to the Faculty at the January 3<sup>rd</sup> convocation. The CNT Department feels the University Policy on reorganization regarding academic units has been ignored. [This policy document is located at: [http://www.iupui.edu/~fcouncil/documents/restructuredoc03\\_appr.htm](http://www.iupui.edu/~fcouncil/documents/restructuredoc03_appr.htm)

Neil shared the main principles of the policy which are:

- Main driver for reorganization should be strong evidence to improvement of education process
- Budget should not be a driver of reorganizations
- Should be adequate period of time given to faculty regarding reorganization
- Appropriate time is one year before initiation of changes
- Faculty assumed role consultative role.

Neil also highlighted the 3 models presented in this policy for guiding decisions and processes concerning such reorganization. Neil would like the Senate to look at the University Policy and address why it was ignored.

A motion was made for the Senate to reconsider the reorganization presented during the convocation on January 3, 2007 and to look at the following as a proposal to the Dean to request the E&T Departments to form the appropriate committee(s) to:

- Include all faculty in the process
- Involve staff, students and industry partners in the process
- Use the IUPUI policy as a guideline
- Evaluate the reorganization proposed on Jan 3, 2007
- Allow the development of other possible reorganization
- Conduct a vote by a secret ballot on the possible reorganization
- Recommend the most acceptable reorganization to the Dean for implementation

**John Schild** offered to provide background information he collected from the IFC and campus administration, presenting his requests for information as ENGT Faculty Senate President.

A **Point of Order** was called by **Bill Conrad**, Interim Associate Dean for Undergraduate Academic Programs, who argued that the Presiding Officer should be running the meetings and not offering opinion.

At this point, **John Schild** handed the gavel over to President-elect Stephen Hundley who ran the meeting during the time John attempted to present the information he collected concerning the applicability of this policy to the reorganization of our School. John Schild has spoken to many faculty since the January 3<sup>rd</sup> announcement regarding the reorganization. John asked Dr. Yurtseven why he did not follow this IUPUI policy.

**Dr. Yurtseven** advised he spoke with Campus Administration and as an administrator he has the right to make reorganization changes, which would reorient reporting lines. He was allowed to implement these changes without including faculty in the final decision since neither faculty nor programs are being let go. The School of Dentistry went through a similar plan and was also given approval on this. Bart Ng, with IUPUI Faculty Council, advised Dr. Yurtseven has a right as a Dean to implement these changes.

**John Schild** agreed and indicated that he personally spoke w/Bart Ng, President of the IFC who took this matter up w/the IFC Executive Committee. Bart told John that as far as he was concerned this policy does not apply to the reorganization ongoing in our School.

**Cliff Goodwin** advised he is on the Executive Committee and a vote was taken to not bring this issue to the IFC. The implication being that the policy in question is meant to guide reorganization processes that extensively effected faculty appointments such as had taken place with *Allied Health*..

**Dr. Yurtseven** advised since last spring program chairs and directors have been meeting. They looked at programs and enrollments; departments also met with the Technology Review committee in November. During the Technology Review exit interview in November they indicated there is a demand by faculty and chairs to make some changes such as reorganization. Dr. Yurtseven also spoke to individual chairs one on one in December. Each chair indicated they would like a change. Dr. Yurtseven felt he would not have unanimous support, however, he chose the best model/change he could. Based on all of these points Dr. Yurtseven made the reorganization changes and advised the school on January 3<sup>rd</sup>. Dr. Yurtseven advised the school and departments to develop a plan to present to him by March 31<sup>st</sup> under the reorganization plan. He hopes these changes will slow down retention issues. He would like the school to work with these changes at this time. Dr. Yurtseven still feels the IUPUI Policy "IUPUI Policy on School or Program Restructuring" with regard to our school's reorganization does not apply. The reorganization does not affect our students or industry partners and our programs/degrees are not affected. He is trying to streamline certain areas and work on retention issues. With the reorganization the school will go from 5 department chairs to 3 department chairs, which are still internal changes.

**John Schild** noted he also spoke by phone with Uday Sukhatme, Dean of Faculties, and Dr. Sukhatme referred the matter to Sharon Hamilton. Sharon communicated to John and Stephen that she would be meeting with Dr. Yurtseven. Dr. Yurtseven advised Sharon why he made the reorganization changes and the process he went through to come to his decision. As a result of this meeting Sharon sent John and Stephen an e-mail that provides explicit explanation as to why campus administration feels the IUPUI Policy on School or Program Restructuring does not apply to the reorganization activities ongoing in our School. (This e-mail is provided in *Attachment 1- Administrative Report Academic Programs* at the end of the Dean's report.)

**John Schild** reminded the Faculty Senate that all were elected to represent your faculty colleagues and present a collective voice of the faculty to the School and campus administration. Any member of the Senate can make a motion to call for a vote of approval or disapproval of any action of our School or campus administration.

**Mark Bannatyne** wanted clarification concerning the Senate's authority over the Dean, specifically can the Senate stop the Dean from proceeding w/this reorganization?

After some discussion **John Schild** clearly stated that the Senate can not "stop" the Dean from moving ahead w/the reorganization, it can only voice it's approval or disapproval.

**Stephen Hundley** felt the Dean clarified all issues. Neil restated his feelings regarding the policy which states the school should not have had reorganization changes in this way. Stephen Hundley reminded the committee to keep the discussion centered on Dr. Yurtseven's report.

**Dr. Yurtseven** has given a charge to the action groups to look at and work with the proposed structure. He advised on March 31 if groups come back to say it is impossible and have valid reasons, he would re-think the reorganization structure. Dr. Yurtseven feels there is a conflict of interest for department chairs to reorganize themselves. Dr. Yurtseven understands Neil Eldin would like to start from the beginning and get all faculty and chair opinions, however, he does not agree with this.

**Dr. Yurtseven** reminded Faculty Senate that students and outside industry do not need to be aware of these decisions. These are internal decisions.

Stephen asked if there were any other questions.

**Mohammed El-Sharkawy** asked if the reorganization will be voted on in Faculty Senate; IUPUI Faculty Council has approved Dr. Yurtseven to implement these changes so far at this time. Mohammed feels Faculty Senate should approve of changes. Stephen advised this issue should be given to the agenda committee to look at. Stephen thanked the Dean for his discussion.

The gavel was returned to **John Schild** from President-elect **Stephen Hundley** and the meeting continued.

### **Administrative Report from Dean Conrad**

Dean Conrad advised the Dean's list letters for fall 2006 were sent out to students. Theresa Rork, a CIT student with a 4.0 GPA, was submitted as a Chancellor scholar.

There will be two bridge courses offered this summer and service learning courses this fall.

Dean Conrad advised there are several items that they are currently working on. They are working on prep codes for advisors. The registrar is hoping to have online drops in process for the fall semester. These are drops after the 100% period through the time of W drop only (where student needs advisory signature only). There will be more details once the process is ready to offer to students. Dean Conrad noted University College will not allow their students to do online drops.

The Dean's office is looking at requirements for University College so they can promote our school to more of their students. UC has been using the same guidelines for awhile, but looking for written information.

#### **Budgetary Affairs Committee** – No Report

#### **Computer Resources Committee**

Hasan Akay advised during the November Faculty Senate meeting CRC presented a proposal for website design guidelines. The goal of the guidelines is to provide uniformity while providing flexibility to many department needs. The committee, with the help of Marg Rush-Hovde, presented guidelines in November and modified them in December. The guidelines were distributed to the Senate and all faculty more than 4 weeks ago. These guidelines are now brought to Faculty Senate for final discussion and, hopefully, approval. Marj advised that with the reorganization, whatever form it takes, the guidelines will still apply.

CNC can work initially with the departments to shape the website and design issues. There will need to be someone in each department to develop and maintain the website. Marj suggests departments should review their websites at least once a year, or more frequently. These are guidelines, will not necessarily be checking websites. Barb Christie questioned the process by which a person is granted permission and access and given FTP privileges. Hasan read part of the document that authority will be with CNC to give a designate w/in each department access to their relevant pages. The department chair will forward responsibility to someone in their departments to take care of web pages. Barb feels designing the web page requires some high skills.

**John Schild** asked if there were any other matters for discussion.

There was a suggestion about the name, website policies and procedures, Barb advised they are calling them "guidelines" per school requirements. Barb made a motion to change some wording in the guidelines to "highly recommended" i.e. "features highly recommended for a link to and from the main E&E website." Connie seconded this. Marj indicated the document is intended to help ensure uniformity across all School web pages, Departments and programs will maintain. **A motion was accepted to change the wording noted above under Part C.** Marj feels many of her students could work on the website; faculty do not have to become more web savvy than they are. Joy Starks asked if items will be added to the template; Marj indicated Tiffany (or webmaster) will update the template once these guidelines are approved by the Senate. **A motion was made to accept the document with the adjustments noted. The Senate approval was unanimous.**

#### **Constitution and Bylaws Committee** – No Report

#### **Graduate Education Committee** – No Report

**Mohamed El-Sharkawy** wanted clarification concerning ECE's plans for a combined BS/MS degree program. **Razi Nalim** advised that as a member of the committee he knows the matter has been discussed, and a report should be available for the Senate, but he did not have the information.

**Grievance Board** – No Report

**Faculty Affairs Committee** – No Report

**Nominations Committee** – No Report

**Resources Policy Committee**

Mark Bannatyne, chair of Resources Policy, advised very few on the committee knew what they were doing. Mark is looking for guidance for this committee. The committee does not meet every month. They discuss library resources, space allocation, etc. Mark advised the chairs that the school was allocated 5 Trustee Teaching awards for this year. Mark asked that each chair nominate one person. One faculty asked why chairs couldn't nominate more than one person. The deadline to receive materials will be March 7<sup>th</sup>, Mark is to give 5 names to award to the Dean on March 21<sup>st</sup>. The criteria are teaching and publications. Barb is worried that if there is only one submission per department the committee may not be able to give even 5 awards. Cliff advised he served as chair on this committee at one time and he recalled once everyone submits their faculty annual summary report that becomes the document that is evaluated by the committee. Cliff noted the guidelines were changed, be very careful that we do not violate the letter of award. A final criteria is that you have to be a faculty as of 3 years at the time of nomination.

[A series of e-mails between **Bill Conrad**, Interim Associate Dean for Undergraduate Academic Programs, **Mark Bannatyne**, Chair Resource Policy Committee and **John Schild** further clarifying this matter has been included in the *Attachment 2- **Resources Policy Committee*** report.

**Student Affairs Committee**

Rob Wolter discussed pedestrian student safety on campus. At the request of IFC, Rob talked to campus police and campus facilities. There are many areas of safety that need to be addressed; many things cannot be done because of state/city limitations. IUPUI cannot be made a school zone since this would affect the flow of traffic according to the city. The AO building and campus police are working to reduce the speed and want to install scramble lights. They also want to remove illegal crossing areas and change the timing of automatic signals to allow longer pedestrian crossing times. Campus student government is sending a letter to the AO building and Rob advised our student government might send a letter to AO also.

As instructed by the Senate, **John Schild** sent a letter discussing this matter to Chancellor Bantz two months ago. No response was offered by the Chancellor's office. Razi Nalim asked if there was any communication with the Mayor. The AO and campus police advised they would like to work with city on their own. Someone asked if speed bumps could be considered; they cannot be installed since Michigan Street is considered a major city thoroughfare and this would cause congestion throughout the city.

*For further details of the Pedestrian Safety Issue see Attachment 3- **Student Affairs Committee** .*

**Undergraduate Education Committee**

Barb Christe advised the first item is a procedural comment, the committee is requiring that all forms must be correct prior to the senate meeting.

Bill advised all of the courses for CNT and CET were not changed; only the current ones used were changed to CEMT course designator, may need to change others sometime in the future. Paul Salama

questioned if these changes will affect a students transcript; Bill advised it should not affect this. All approved.

**Faculty Senate approved BME Internship courses I198, I298, I398, I496, I498**

**Faculty Senate approved BME Co-op courses C198, C298, C398, C496, C498**

**Faculty Senate approved CIT 306, Computer Technology Applications; 1 abstained**

**Faculty Senate approved OLS 423, Green Organizations: Global Responsibility for Environmental and Economic Necessity; 1 abstained**

Barb advised the Undergraduate Education Committee also approved of the following:

- CNT 452 change to CNT 455
- CIT 206 – title change from Advanced Computer Applications and Desktop Publishing to Advanced Computer Applications

These items were also approved by Faculty Senate.

*For further details of the Undergraduate Education Committee Report and Course Information See Attachment 4- **Undergraduate Education Committee Report**.*

**IUPUI Faculty Council** – No Report

**IUPUI Graduate Affairs** – No Report

**Purdue Intercampus Faculty** – No Report

**Purdue Technology Senate** - No Report

**Purdue Faculty Senate** -

*See minutes from the January 22, 2007 meeting from Ken Rennels below:*

1. January 22, 2007 Meeting
  - a. Purdue Capital Campaign has reached its \$1.5 billion goal.
  - b. A campus-wide health emergency planning document has been prepared.
  - c. Purdue working on policy and procedures regarding state mandated transfer of credit.
  - d. Update on the One Purdue Project (Student Information System):
    - Anticipated implementation date is 2008.
    - Current red-lining policy and procedures remain in effect until new SIS is implemented.
    - New SIS will implement plus and minus grading.

- e. Full minutes can be found at:  
<http://www2.itap.purdue.edu/faculty/documents/Minutes10.pdf>
- f. Minutes include President Jischke's last State of the Campus address.

**Purdue Graduate Council** – No Report

**Old Business** – No Report

**New Business**

John Schild advised there is an open letter to the new IU president. An electronic vote was requested. The School of E&T approved of the letter, 21 in favor and one not participating. The information/vote was forwarded to Bart Ng.

The meeting ended at 1:00 p.m. The March meeting falls during spring break; the meeting will be changed to **Tuesday, March 20, 11:00 a.m. in SL 165.**

## ***Attachment 1- Administrative Report Academic Programs***

### **Attachment 1- Administrative Report Academic Programs:**

#### **Dean's Report for February 20, 2007 Faculty Senate Meeting**

##### **Academic Programs**

- The final enrollment figures for spring 2007 indicate that the total student credit hours are down by 1.7% as compared to last year this time. There is a slight increase (9 students) in the headcount.
- At the December 15, 2006 meeting, the Purdue University Board of Trustees approved our request to change the title of our AS degree program from Civil Engineering Technology-AS to Construction Engineering Management Technology- AS and Construction Technology-BS degree program to Construction Engineering Management Technology-BS. This did not require approval by the Indiana Commission on Higher Education and thus, the changes are effective by spring 2007 semester.
- Our student, Jessica Rae McGown (ME/Softball) was selected to be one of the top 10 academic achievers among the IUPUI student athletes for fall 2006. Her GPA for fall 2006 was 4.0.
- Our school partners with Rolls Royce Corporation to create magnet schools for engineering within the Indianapolis Public School system. The target schools are Arsenal Tech, Harshman Middle School, and Elementary Schools 46, 57, 96, 103. The curricula design will be in the areas of:
  - PLTW in high schools (grades 9-11)
  - Gateway courses in middle schools (grades 7-8)
  - Special STEM track in elementary schools (grades 5-6)
- Indiana University initiated partnership with Historically Black Colleges and Universities (HBCU) in STEM (science, technology, engineering, and mathematics) area. As a result of a two-day meeting at Jackson State University, IU- BL and IUPUI may receive 12-15 undergraduate students from selected HBCU' s for summer research internships. Our school as well as the Schools of Science, Education, Informatics, and Medicine are the primary recipients.

##### **Faculty News**

- Hiroki Yokota (BME) received \$237,512 R01 grant form NIH for his proposal, "Mechanical Loading and Bone".
- Soheli Anwar (ME) submitted Invention Disclosure "Optimized Control for All Wheel Drive System" to the IUPUI Office of Technology Transfer.
- Soheli Anwar (ME) submitted Invention Disclosure "Algorithm for Steer by Wire System" to the IUPUI Office of Technology Transfer.
- Andrew Hsu (ME) received \$300K from IUPUI to establish Signature Center for Renewable Energy. Center (Hsu-ME)
- Our request to establish Transportation Active Safety Institute (TASI) has been approved by IUPUI administration. TASI is a partnership with industry, notably with Delphi Corporation which is the lead partner. The key players in our school are Sarah Koskie, Soheli Anwar, Yaobin Chen, Andrew Hsu, and Paula Jenkins. Ralph Wilhelm, retired Delphi executive, is the part-time director of TASI.

## **Attachment I- Administrative Report Academic Programs**

- IUPUI student athletes identified “favorite professors” who were recognized at the “Favorite Professor Night” at the men’s basketball game on February 2, 2007. The favorite professors from our school are Karen Alfrey (BME), Rob Wolters (OLS), Akin Ecer (ME), Harry Gundrum (ECE), Siva Krishnan (ME), Norman Hart, Nancy Lamm (FRESH ENGR), Patrick Gee (FRESH ENGR), and Darrell Nicholson (DST).

### **Budgeting and Planning**

- Our Budgeting and Planning presentation for to campus administration was on January 25, 2007. Each school was asked to respond to the following three questions:
  - Describe your planning process, including the ways faculty and students are involved.
  - How are you managing in the current fiscal environment
  - What will be your major priorities for the next Campaign for IUPUI (2006-13)?The school response is attached to this report.

### **Space**

- Space renovation in ET continues as the northeast portion of the third floor is being converted into set of offices for CIT to move. There will also be a small conference room using part of the hallway. The projected completion date is mid to end of March 2007.
- The renovation in SL building will start in summer of 2007. The first phase of the current plan is to convert SL 221, 223, and 211 to wet labs for Biomedical Engineering. The second phase will move four second floor classrooms to the basement of SL. Third and fourth phases will convert some of the laboratories in SL basement to classrooms and the classrooms on the second floor to wet labs for Biology and Biomedical Engineering.

### **Action Groups**

- Fifteen Action Groups received their charges and started meeting on a regular basis. The reports of the groups are due March 31, 2007 and we hope to implement most of the recommended actions by July 1, 2007. The eleven of the Action Groups and the members of these groups are:
  - Enrollment Management Group (Terri Talbert-Hatch, Tim Diemer, Nancy Lamm, Ken Reid, and Sam White Jr.)
  - Marketing Group (Terri Talbert-Hatch, Doug Acheson, Mary Ann Frank, Danny King, Marilyn Mangin, Tiffany Persson, Joy Starks, and Elizabeth Wager)
  - Diversity Council (Sam White Jr., John Schild, Nicholas Clayton, Pat Fox, Patrick Gee, Danny King, Valerie Lim Diemer, Kelley McGowan, and Sheila Walter)
  - Fundraising Group (Paula Jenkins, Akin Ecer, Neil Eldin, Doreen Gridley, Tom Ho, and Eric Munevar)
  - Space Reallocation Group (Gail Shiel, Hasan Akay, Mark Bannatyne, Ed Berbari, Yaobin Chen, Andrew Hsu, and Rich Pfile)
  - K-12 and Ivy Tech Group (Sam White Jr., Sally Catlin, Charles Feldhaus, Jessica McCormick, Darrell Nicholson, Ken Reid, and Jan Stevens)
  - Industry Relations Group (Mohamed El-Sharkawy, Jie Chen , Josh Killey, Rich Pfile, and Jamie Workman)
  - Internships and Career Services Group (Stephen Hundley, Josh Killey, Brian Kinsey, and Maher Rizkalla)
  - Discipline-based Research Group (Andrew Hsu, Ed Berbari, Elaine Cooney, Ali Jafari, Erdogan Sener, and Jack Zecher)
  - Grants and Contracts Process Improvement Group (Hiroki Yokota, Sherri Alexander, Kim Dongsoo, Ali Jafari, Razi Nalim, and Anne Rabie)

## **Attachment I- Administrative Report Academic Programs**

- Technical Support Center (Bill Lin, Lingma Acheson, Hasan Akay, Marjorie Aprile, David Dellacca, Rudy Earls, Joe Huerkamp, Connie Justice, Don Krajewski, Emil Luca, Rob Meagher, Kyle Randall, Anna Shiver, and Jeff Sears)

### **Reorganization**

- The remaining four Action Groups are charged to study and recommend the reorganization of our technology programs/departments. These groups and the members of the groups are:
  - Freshman Technology and Retention Group (Bill Conrad, Barbara Christe, Kelly Keelen, Don Krajewski, Vickie Lawrence, Janet Meyer, Margaret Strain, and David Williamson)
  - Department of Engineering Technology (Rich Pfile, Elaine Cooney, Neil Eldin, and Ken Rennels)
  - Department of Computer Information and Management Technology (Cliff Goodwin, Eugenia Fernandez, Tom Ho, and Stephen Hundley)
  - Department of Design Technology (Mark Bannatyne, Jan Cowan, Gail Shiel, and Wanda Worley)
- The principles we follow for the reorganization or realignment are:
  - None of the existing technology degree programs will be phased out.
  - No tenured or tenure-track technology faculty positions will be eliminated.
  - Freshman Technology Program will be formed which will operate in a similar manner to Freshman Engineering Program. In the future, these programs will be combined and housed together.
  - Three large technology departments will be formed by combining and realigning some of the existing reporting lines.
  - The overall goal is to address the student recruitment and retention issues in our technology programs, streamline teaching and service missions by eliminating duplications and bringing efficiency, and to refocus the applied research and scholarship mission.

### **School of Engineering and Technology, IUPUI January 25, 2007 Planning and Budget Hearings**

#### **I. Describe your planning process, including the ways faculty and students are involved.**

**Internal Planning and Budgetary Process:** Budget plans and decisions are discussed and made with the School administration, which includes the chairs, deans, and directors, as well as the School's Faculty Senate Budgetary Affairs Committee. This committee consists of five elected faculty members, the Dean, and the Associate Dean for Administration and Finance.

The Budgetary Advisory Committee meets once or twice during fall and spring semesters. The chair of the Committee reports the meeting outcomes at the regularly scheduled Faculty Senate meetings. The Dean presents budget information and update at the monthly meeting of the department chairs, deans, and directors meetings. The department chairs are encouraged to share the budget information with the department faculty.

Part of the Dean's report at the fall and spring faculty and staff convocations are on school finances and budget update. He also provides limited budget information to Dean's Industrial Advisory Council, to

## ***Attachment I- Administrative Report Academic Programs***

Alumni Board of Directors and to Staff Advisory Committee as appropriate. Thus, the school operates in an open financial information sharing environment.

Students are involved in non-budgetary planning matters through the School's Student Council where all departments and registered student organizations are represented. The meetings are open to all students.

### **II. How are you managing in the current fiscal environment?**

**Current Situation:** The School of Engineering and Technology has experienced five semesters of decreasing enrollments in almost all of its programs, some more than others. In addition, the School has invested its accumulated cash in the renovation of the ET Building lower level.

The School has always been fiscally conservative, under-budgeting our projected credit hours. Over time, however, our enrollment decline caused our student credit hour projection to become very close to actual student credit hours. During the past two years, the actual credit hours have been less than our budgeted numbers. Last year, the School was not able to reach our targeted student credit hours; however, the School was able to reach our projected fees for 2005-06. This year the School experienced another decrease in credit hours in the fall and a much smaller decrease in the spring. To balance the School's budget, we will budget the income we receive from Butler University for our dual degree program, which is approximately \$360,000. This will cover the decrease in budgeted student fee income for 2006-07 and allow the School to close the 2006-07 year with a balanced budget.

The School is planning to reduce its base budget next year by at least \$150,000 in anticipation of another decrease in student credit hours. In addition, all positions that are vacant due to leave of absences, resignations, etc. will remain vacant during the 2007-08 fiscal year in order for the School to build up its cash reserves.

**Cash:** In the 2007-08 fiscal year, the School will have less cash to rely on. We have temporarily adjusted some of our policies on returning salary savings from grants and contracts and the sharing of indirect cost with principal investigators and departments until the School can recover its cash reserves. The different groups in the School have discussed ways in which all departments can boost program enrollments. In addition, we have looked at decreasing our dependence on cash. Several vacant faculty positions will not be filled without serious consideration and overview of program and department needs. All of these issues will be accomplished with the input of all parties, School administration and Budgetary Affairs Committee.

**Major Expenditures (3-5 years):** Starting a year and a half ago, the School began renovating the Engineering Technology Building (ET) lower level, which was completed in August of 2006 and houses all of the School's computer laboratories and the Computer Network Center. Renovation work has now started on the Engineering Technology (ET) third floor office space, which will be faculty/staff office space for the Department of Computer and Information Technology (CIT) faculty who will move from the Engineering, Science, and Technology Building (SL). The space that CIT faculty vacates and the laboratories, which moved to the lower level of ET, will be renovated for the Department of Biomedical Engineering research laboratories and faculty office space. Plans are in progress for these projects to start in the spring and summer of 2007.

**Reduce Expenditures:** We will realize some saving of 12 month faculty changing to 10 month appointments when some of the organizational realignment takes place by July 1, 2007. In addition, we should see some savings in the number of part-time staff in the departments and in the Computer Network Center. During the 2006-07 academic year, all full-time faculty members were asked to teach one additional class each so that we could reduce our part-time faculty expenses.

## **Attachment I- Administrative Report Academic Programs**

**Increase in Revenue:** Several school “action groups” have been appointed, similar to the ones at the campus level to review our current practices for enrollment management, retention and recruitment, marketing, industry relations, grants and contract processing, fundraising, and reorganization among others. We hope that these efforts will increase the student credit hours resulting in protecting the base budget from further decrease and provide some cash funds to continue the activities in student scholarships, research seed funding, student recruitment, and others. The focus on “motorsports” through our certificate program and BS program proposal in progress has potential to increase the enrollment further. The addition of Guidant Foundation Endowed Chair in Biomedical Engineering is expected to generate additional funded research as well.

**Enhance Efficiency:** School plans to realign some of the administrative reporting lines to reduce the number of five academic technology departments and two academic technology programs into three academic technology departments. There are also plans to merge the computer support staff within the Computer Network Center and technicians of the academic departments into one technical support service unit to achieve some efficiency and better service.

**Reserve Funds:** The School’s goal is to build up our reserve funds. In closing 2005-06, some of the School’s reserve funds were used to close out our accounts. It is our goal to bring the School’s reserve back to \$425,000, the required reserve amount at the end of the year.

### **III: What will be your major priorities for the next Campaign for IUPUI (2006-13)?**

The major priorities of the school for the next IUPUI fundraising campaign are:

Faculty Support	\$7,000,000
Endowed Chairs and Professorships	6,500,000
Other Faculty Directed Support	500,000
Student Scholarships and Support	\$2,000,000
Student Scholarships	1,500,000
Distinguished Speaker Series	250,000
International Travel Fund	250,000
A Quality Research and Learning Environment	\$3,500,000

Out of the \$12.5M campaign target, \$8M of the drafted priorities are endowment pieces in which there may or may not be potential prospects as no work on this has been done yet.

## ***Attachment I- Administrative Report Academic Programs***

-----Original Message-----

**From:** Hamilton, Sharon J.

**Sent:** Thursday, February 08, 2007 1:04 PM

**To:** Hundley, Stephen P; Schild, John H

**Cc:** Yurtseven, H. Oner; Sukhatme, Uday P; Bantz, Charles R; Hamilton, Sharon J.

**Subject:** E&T Restructuring

Dear Stephen and John:

Following my conversation this morning with Dean Oner Yurtseven, it is evident that the restructuring of departments and programs in the School of Engineering and Technology is proceeding along the lines approved by the IUPUI faculty council in February of 2003 in the *IUPUI Policy on School of Program Restructuring*. My conclusions are based on the following rationale:

1. The restructuring is a direct response to recommendations made by a panel of internal and external reviewers in the recent program review of the School of Engineering and Technology.
2. Following discussion with the Dean of the Faculties of the possibility of restructuring in response to the program review, the Dean informed the faculty during Convocation that restructuring was being contemplated and an initial design for this restructuring was proposed.
3. Appropriate committees, faculty members, and administrators have been consulted for their input on the proposed restructuring. These include current department chairs, the Faculty Senate leaders, and several other faculty members.
4. A process has been set up for continued discussions and feedback from faculty prior to any final decisions being made about the restructuring.
5. The proposed restructuring is scheduled for discussion at the upcoming meeting of the Faculty Senate this week.
6. No faculty member is losing his or her faculty position.
7. No programs are being retired and no degrees are affected by the proposed restructuring.
8. There are sound curricular reasons for the proposed restructuring, based on which departments and programs are accredited by ABET, and which are not. This makes more sense for determining and aligning learning outcomes in each program.
9. Deans require administrative flexibility to respond to changing demographics, changing financial circumstances, and other dynamic contexts that influence the administrative running of the School.

I wish you all the best in your discussions about the proposed restructuring during your meeting of the Faculty Senate later this week. Please let me know how the discussion transpires, and whether the proposed restructuring is endorsed by the Faculty Senate.

Sharon J. Hamilton  
Associate Vice Chancellor for Academic Affairs  
Associate Dean of the Faculties  
Chancellor's Professor and Professor of English  
755 West Michigan, Suite 1140  
IUPUI  
Indianapolis, IN 46202  
Tel: 317-274-8880  
Fax: 317-278-3602  
<http://www.opd.iupui.edu>

**Attachment 2- Resources Policy Committee**

**Attachment 2- Resources Policy Committee**

-----Original Message-----

**From:** Conrad, William R.  
**Sent:** Thursday, February 22, 2007 8:00 AM  
**To:** Schild, John H; Bannatyne, Mark W  
**Subject:** Trustees Teaching Awards

John & Mark,

I have received some complaints about the departments only being able to submit one name for the awards.

After looking at the criteria, the appropriate section below:

Each academic unit is responsible for setting criteria and developing a selection process for the TTA within these general guidelines.

I think what you did is ok. The criteria was established by the Resources Policy Committee. Maybe next year, the selection criteria could be approved by the senate prior to the selection. This would have to be done in December or February at the latest.

I will tell all those who complained that no matter what was done in the past the current procedures meet the award criteria.

BILL

William R. Conrad  
Interim Associate Dean for Undergraduate Academic Programs  
Professor of Electrical and Computer Engineering Technology  
Purdue School of Engineering and Technology  
Indiana University Purdue University Indianapolis  
799 W. Michigan St, ET 215B  
Indianapolis, IN 46202-5160

Work: (317) 274 - 9716

Fax: (317) 278 - 0789

-----Original Message-----

**From:** Schild, John H  
**Sent:** Thursday, February 22, 2007 8:55 AM  
**To:** Conrad, William R.; Bannatyne, Mark W  
**Cc:** Schild, John H  
**Subject:** RE: Trustees Teaching Awards

>The criteria was established by the Resources Policy Committee.

>I will tell all those who complained that no matter what was

**Attachment 2- Resources Policy Committee**

>done in the past the current procedures meet the award criteria.

I agree.

>Maybe next year, the selection criteria could be  
>approved by the senate prior to the selection.

As a standing committee of the Senate The Resources Policy Committee is free to set its own agenda, in addition to addressing items sent to it from the Senate, Agenda Committee or the ENGT administration. One obligation clearly explained in the Bylaws is that the RPC has the authority/responsibility to review the award and (as is the case of the Trustees Teaching Awards) I assume selection process.

If the Interim Associate Dean for Undergraduate Academic Programs is fielding complaints concerning the present process I believe he has two administrative obligations. One, to proceed with his stated the response to "all those who complained." Two, direct these individuals to the Chair of the RPC so that a clear explanation of what is being requested and why can be brought before the RPC and dealt with in a manner consistent w/our established system of faculty governance.

-----Original Message-----

**From:** Bannatyne, Mark W

**Sent:** Thursday, February 22, 2007 11:31 AM

**To:** Conrad, William R.; Schild, John H

**Subject:** RE: Trustees Teaching Awards...response from Bannatyne.

Dean,

Thank you for your comments and opinions on this matter. I find it interesting though that no one has approached the committee with any of the complaints which were directed to your office. The only comment I have received, as I mentioned in the Faculty Senate meeting, was from one of my committee members who raised this issue. When I asked the committee members their opinion on this same matter, no one responded. In such cases, I usually take that as a vote to stay with the policy was stipulated. I have provided the message that I sent out Feb. 9th to all committees members below as I thought you and John would like to see how this matter has been approached:

My Friends and Colleagues,

I would like to thank Elaine for bringing her question (shown below) to my attention.

After my initial reading of the guidelines for the TTA, I was left with the impression that there should be only one nominee from each department as we have only been allotted 5 awards for the entire School.

**Attachment 2- Resources Policy Committee**

However, after reviewing Elaine's question, I went back and read through the guidelines again, and found this phrase,

“All eligible faculty are to be considered within their schools without special application.....”

Therefore, if it is the desire of the majority of the committee, we could open up the nominations to everyone that qualifies within each department should we feel that supports the spirit of this award. I would like your opinion on this before I send out any further messages to the Chairs for their consideration.

I look forward to reading your responses and ask that you copy your feelings to each member of the committee so we may all gain a clear view of this matter.

Most respectfully,

Mark

---

**From:** Cooney, Elaine M.  
**Sent:** Friday, February 09, 2007 4:07 PM  
**To:** Bannatyne, Mark W  
**Subject:** TTA

Mark –

In your email about the Trustee's Teaching Award you say that it will be limited to one nominee per department. This isn't the way it's been in the past that I'm aware of. Was there a meeting of the committee that I missed where this was decided? Or are there new suggestions handed down?

Any explanation I can give to my department would be appreciated.

\*\*\*\*\*

Elaine M. Cooney  
Professor, Department of Electrical Engineering Technology, IUPUI  
[eccooney@iupui.edu](mailto:eccooney@iupui.edu)  
799 W. Michigan St. Indianapolis, IN 46202  
wk: (317) 274-7738 or 274-2363 fax: (317) 278-0789

If you would like to direct those with further questions to me, I will be most happy to address all such issues and take them to the committee as a whole.

Most respectfully,

Mark

## ***Attachment 3- Student Affairs Committee***

### ***Attachment 3 - Student Affairs Committee***

#### **IUPUI Student Affairs Committee Recommendations to IUPUI Senate: Regarding Campus Student Pedestrian Safety**

The Student Affairs Committee recognizes the legal and manpower limitations governing the University Police and Central Administration in regard to student safety issues recognized on the IUPUI campus. The Committee appreciates that laws regarding adjacent roadways were enacted to accommodate the efficient flow of vehicular traffic and, as such, student pedestrians must assume a great deal of responsibility for their own safety when crossing all campus roadways.

Accepting the above factors, the City of Indianapolis must be aware that much has changed on the IUPUI campus. A larger student body is attending classes in ever more campus buildings. University Hospital is expanding, and with that expansion we can expect an ever-increasing stream of well-wishers concerned with the health of loved ones. Traditional on-campus housing opportunities have increased the amount of student pedestrian travel along Michigan and New York Streets. These facts, combined with the fact of increasing numbers of accidents involving vehicles and pedestrians, must be a driving force in the adoption of slower speeds and more stringent traffic enforcement on the IUPUI campus.

Based on a response from University Police Deputy Chief of Police Larry Propst to our inquiry regarding student pedestrian safety, the IUPUI Student Affairs Committee makes the following recommendation to the IUPUI Faculty Senate.

Encourage Chancellor Bantz and University Police to work with the city and the appropriate city departments to:

1. Lower the 35 MPH speed limit on Michigan and New York Streets
2. Install scramble lights at key intersections
3. Repaint existing appropriate pedestrian crosswalks and remove those that are not appropriate or are in violation of state statutes
4. Change the timing of automatic signals to allow longer pedestrian crossing times

## **Attachment 4- Undergraduate Education Committee Report**

### **Attachment 4 - Undergraduate Education Committee Report**

E&T Faculty Senate  
Undergraduate Education Committee Report  
February 20, 2007

Committee met on January 31, 2007

Members in attendance: Stanley Chien, Tom Ho, Karen Alfrey, Neil Eldin, Cliff Goodwin, Nancy Lamm, Jamie Workman, Bill Conrad (ex-officio, representing the Dean's office), Barbara Christe (chair)

Guests in Attendance: Jan Stevens, Joy Starks

**Procedural comment:** With no exceptions, any corrections requested by this committee must be made PRIOR to Senate in order for courses to be placed on the agenda for Senate. In the past, courses have been approved pending changes and approved at Senate and the forms have not been revised.

#### **New Courses:**

Five **BME Internship** courses were proposed I198, I298, I398, I496, I498

Course description:

P: Sophomore standing and program advisor approval. A semester or summer of external, full-time, related career experiences designed to enhance the student's readiness for entering an initial or second career. A comprehensive written report on the internship experience is required.

These were unanimously recommended for Senate approval.

Five **BME Co-op** courses were proposed C198, C298, C398, C496, C498

Course description:

P: Sophomore standing and program advisor approval. A semester or summer of external, full-time, related career experiences designed to enhance the student's readiness for entering an initial or second career. A comprehensive written report on the internship experience is required.

These were unanimously recommended for Senate approval.

#### **CIT 306 Computer Technology Applications Capstone**

Course Description:

P: CIT 206 This course will study how organizations incorporate and automate computer applications, web applications and web services. Students will create a capstone project and a training module for an organization focusing on the use of current emerging computer and web application technologies as well as support and communication tools.

This course was unanimously recommended for Senate approval.

#### **OLS 423 Green Organizations: Global Responsibility for Environmental & Economic Necessity**

Course Description:

P: Permission of Instructor. This course is interdisciplinary – emphasizing sustainability, engineering, manufacturing, technology and leadership processes for the purpose of being environmentally responsible, cost effective and socially responsible including guest lecturers, group discussions and tours of businesses, locally or in other countries.

This course was unanimously recommended for Senate approval.

#### **Course Change Requests:**

## ***Attachment 4- Undergraduate Education Committee Report***

### **CNT 452 changed to CNT 455**

This course was unanimously recommended for Senate approval.

### **CIT 206 title change from Advanced Computer Applications and Desktop Publishing to Advanced Computer Applications**

This course was unanimously recommended for Senate approval.

### **CNT and CET course designators changed to CEMT course designator**

A memo has been prepared to request this change. The memo format has the support of Sandy Schaffer (Purdue WL) and Mandy Bartley (IUB)

This course designator change was unanimously recommended for Senate approval.

Meeting was adjourned. The next meeting is February 28, 2007.