

**PURDUE SCHOOL OF ENGINEERING AND TECHNOLOGY**  
**Faculty Senate Minutes**  
**April 12, 2011**

Representatives in Attendance: Sarah Koskie, Karen Alfrey, John Schild, Pat Fox, Cliff Goodwin, Connie Justice, Feng Li, Mark Bannatyne, Emily McLaughlin, Stanley Chien, Maher Rizkalla, Paul Salama, Nancy Lamm, Rongrong Chen, Elaine Cooney, Brian Kinsey, Debra Burns, Ken Chan, Youngsik Kim

Guests: Doug Acheson

Presiding: Ken Rennels, Faculty Senate President

Meeting began at 11:00 a.m.

There was not a quorum at the beginning of the meeting so Ken proceeded with reading Dr. Russomanno's report. Dean Russomanno was out of town so he submitted his report electronically.

Dr. Nalim presented his report.

Due to conflicting meeting times, Connie Justice presented her Computer Resources Report next. Please see below for details.

Ken Rennels asked everyone to look at the agenda for the meeting once there was a quorum; A motion was made to accept the March 2011 minutes; all approved.

Ken stated that Dean Hundley submitted his minutes electronically this morning. Please take a look at the numbers for graduation this year – it's an increase of 100+ applications for graduation over last year.

No report for constitution and bylaws.

**Administrative Report**

Dr. Russomanno sent an electronic report due to his absence at the meeting.

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

**Associate Dean's Report**

Stephen Hundley emailed the following report. The Associate Dean's Report can be found under Attachment 2 at the end of this report.

**Associate Dean for Research and Graduate Programs**

Razi Nalim made his report and distributed his handout. The Associate Dean's Report can be found under Attachment 3 at the end of this report.

We are up to \$8.4M in awards. \$3.7 million has been requested in proposals. Behavioral IRB has been delayed because it has to go down to Bloomington. Lots of concerns in Science and in our school, too. If you have concerns with research affairs, talk to Sarah Koskie, because she is our representative in Bloomington.

Our SELB space will shrink to fit our budget. Some discussion is going on about the graduate programs approval process. If there are any changes to this process we can have input there.

When we have a student supported from block grant, and if the student is supported by external funding, then that can count toward the matching funds in our school.

Debra Burns raised the concern of Bloomington having the expertise to review our proposals for NSF grants.

### **Budgetary Affairs Committee**

Dr. Koskie presented on research center policy. Each center will submit an annual report to the Vice President for Research, and it will be reviewed by an external group. If you can't find the link to comment on this proposed policy, it is on Dean Nalim's handout. Koskie is collecting comments on the IRB to take to the board. They would like to revisit limited submissions, now IUB and IUPUI are considered separate institutions if terms of NSF. IUB has very low research without medicine, so they want to claim research proposals for medicine. New policy is for all centers, not just signature centers. Applying and justifying a center each year is quite a burden, if you have thoughts or concerns, please send them to Koskie. John Schild thinks this is a case of intramural vs. extramural centers. Koskie will send policy to entire faculty and ask for comments.

### **Computing Resources Committee (CRC)**

Connie Justice: The school is looking to provide a laptop guide. CNC is to provide a list of laptop hardware and software guide for students. ENT and DCT have a good guide and we hope to use it, if possible. Question posed if it is useful? Elaine Cooney said it would need to be reviewed annually. Connie confirmed that it would be reviewed annually.

Centralization is considered for UITS (to Bloomington). In notes sent yesterday, Justice sent an article about all campuses UITS being centralized into one. Everyone is encouraged to read email and let Justice know of feedback. John Schild concerned that UITS is turning into a profit center. Sarah Koskie has called UITS help on the weekend and is transferred to Bloomington, and her calls are not being answered in a timely rotation. Any questions on the report from yesterday please Justice her know. Pat Fox asked about the Student Technology Fund. We were told we had to implement it, but the money doesn't go back to us? We can bring our concerns about IT centralization to the university level. Mark Bannatyne is on that committee and everyone should address their concerns to him and he will bring it up at the next meeting. With centralization, we would be treated as a regional campus instead of an independent institution. Ken Rennels suggests we address these issues at the campus level faculty senate to raise our concerns about this centralization.

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

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

### **Grievance Board** – No Report

### **Faculty Affairs Committee**

Cliff Goodwin: has a link about the early retirement. If you qualify you received something in the mail. In very few circumstances, Goodwin thinks it would be a good idea, but that is completely up to each

individual. Sarah Koskie put up the age/service requirements for the early retirement. This probably doesn't include many people from our school. It is called the "Employment Reduction Retirement Policy." You can apply, but it has to be approved, and hiring a replacement would also have to be approved, so it doesn't always benefit the department either.

### **Nominations**

Karen Alfrey asked to not be voted as Chair to Undergraduate Education Committee as she is chairing 2 other committees.

Sarah Koskie does not want to be Chair of Constitution & Bylaws Committee.

Per the Constitution and Bylaws of the School, Faculty Senate this morning voted for next year's committee chair positions.

Committee Chairs for the 2011-2012 academic year will be:

Faculty Affairs: Deb Burns – TECH (MAT)

Grievance Board: Ken Rennels – TECH (ENT)

Nominations Committee: Doug Acheson – TECH (ENT)

Resources Policy: Rob Wolter – TECH (CILT)

Undergraduate Education: Nancy Lamm – NSAAC

Computing Resources: Connie Justice – TECH (CILT)

Graduate Education: Charlie Feldhaus - TECH (CILT)

Constitution & Bylaws: John Schild – ENGR (BME)

Student Affairs: Maher Rizkalla – ENGR (ECE)

Budgetary Affairs: Cliff Goodwin – TECH (CILT)

In addition, Sarah Koskie – ENGR (ECE) will serve as President of the Faculty Senate and Mark Bannatyne – TECH (DCT) will serve as president elect.

Thank you for another year of cooperative voting and a hearty thanks to those willing to serve our school both in committee membership and especially Chairmanship.

P.S. A complete listing of committee membership will be placed on the G:COMMON/\_Senate documents folder pending Dean-appointed positions.

**Resource Policy Committee** – No Report

**Student Affairs Committee** – No Report

**Undergraduate Education Committee** (Nancy Lamm)

Administrative hierarchal cleanup of CGT degrees (6 concentrations) Clarify how degrees reported on transcript.

BS – Major: Computer Graphics Technology - (6 possible concentrations listed below)

- a. Multimedia / Animation / Illustration
- b. Architectural Technology Visualization: Animation / Illustration / Multimedia
- c. Vote on Administrative Hierarchal Cleanup of CGT – Vote passed

**Faculty Senate unanimously approved the Administrative Hierarchal cleanup of CGT dgrees (noted above).**

New Course Requests in Energy Engineering and Mechanical Engineering

EEN 22000 – Fundamentals of Electrochemical Materials & Energy Engineering

EEN 29700 – Selected Topics in Energy Engineering

EEN 39700 – Selected Topics in Energy Engineering

EEN 49700 – Selected Topics in Energy Engineering

ME 39700 – Selected Topics in Mechanical Engineering

New Policy for certificates and minors

New certificate program in Sustainable Technologies

Supporting documents for the undergraduate Education Committee action items are now posted at G:\COMMON\NEW\_COURSES\_UNDERGRADUATE\YR2010-11\March 2011

Maher Riskalla was concerned about the tuition income for these proposed courses – because these new courses are not cross-listed with ECE, so ME will get the credit hour “credit” for these courses. Ken Rennels mentioned that the tracking should follow the instructor. This is a call that Dean Hundley’s office has to make. Our purpose today is to approve these courses, not the financial allocation. Recommendation that these courses be approved.

**Faculty Senate unanimously approved the above courses EEN 22000, EEN 29700, EEN 39700, EEN 49700, and ME 39700.**

Proposed new policy for minors: Handout and notes posted on G drive as well. Campus definition of minors is 15-18 credits. Proposal to make our policy consistent with campus guidelines for minors – must be awarded along with a bachelor’s degree, and we want to make this retroactive. Current school policy is that minors must be 21+ hours, proposal is to make school policy match campus. Ken Rennels brought up the concern that Purdue policy may be different than IU policy.

**Faculty Senate approved the New Minors Policy** (with 1 abstention)

Proposed new policy for certificates: A certificate is 12-29 credits according to campus policy. If it’s more than 30cr, it has to go through campus approval. Half the credits have to be in residence at IUPUI, and must be an admitted student on our campus – do not have to be in our school. Clarification for Debra Burns that residency only means taking courses offered by our campus (online counts.) Ken Rennels requested an amendment that this be revised to state “Undergraduate Certificates” to clarify that this policy does not include graduate certificates.

**Faculty Senate unanimously approve the New Policy for Certificates.**

Sustainable Technologies Undergraduate Certificate – Policy and procedure, and undergraduate under 30 hours. All courses left as “tech” prefixes.

**Faculty Senate unanimously approved the Sustainable Technologies Undergraduate Certificate.**

**IUPUI Faculty Council**

Cliff Goodwin sent the agenda and it has links to reports and action items. Please pay special attention to early retirement report and earlier than normal tenure recommendation process (endorsed by the IFC) Please share information about early tenure with any interested faculty.

Tomorrow NCA 2012 reaccreditation town hall is being held in Lilly Auditorium in Library. Goodwin will be leading this meeting.

Please review email for further information. (Super bowl preparation, Final Exam policy, and web-based academic handbook.)

Please be sure to get any feedback to Cliff and Mark soon before final meeting of the academic year.

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

**Purdue Intercampus Faculty**

Mark Bannatyne left – no report

**Purdue Faculty Senate (Jeff Watt):** No Report

**New Business**

The meeting ended at 12:15 pm. The next Faculty Senate meeting will be Tuesday, May 10, 2011, 11:00 a.m. in SL 165.

Attachment 1: Administrative Report from Dr. Russomanno

Dear Colleagues,

I too am out of town attending the ASEE Engineering Deans Institute and will be unable to attend today's Senate meeting. I have a brief report below:

1. The search and screen committee for the associate dean for research and graduate programs position has submitted to me a very detailed analysis of the two candidates who applied for the position. I will be reviewing this analysis upon my return and working with the committee to determine the candidate to which an offer will be made.
2. The Chancellor has given a directive to the SELB team to complete the program plan by April 29<sup>th</sup>. The program will have to be reduced to fit within the budget.
3. Sherri Alexander and I continue to meet with the department chairs to build base budgets for FY 12 under the assumption that no major changes will be made by the campus for the next year to RCM and also assuming there will be no cut to our state appropriation.

David J. Russomanno, Ph.D.  
Dean, Purdue School of Engineering and Technology, IUPUI  
Professor, Dept. of Electrical and Computer Engineering, IUPUI  
799 W. Michigan St.  
Indianapolis, IN 46202-5160

---

Attachment 2: Faculty Senate Report from Associate Dean for Academic Affairs and Undergraduate Programs

**Report from Associate Dean for Academic Affairs and Undergraduate Programs**

**April 2011 Faculty Senate Meeting**

Curriculum “Check-up” Meetings with Technology Department Programs

- Danny King, Karen Sloan, and Stephen Hundley have met with the following program directors to:  
(1) Review each plan-of-study for program; (2) Ensure a mutual understanding of any unique policies or requirements of your program; (3) Identify potential course directive/substitution issues and opportunities; and (4) Answer questions about how degree audits are coded, communicated to students, and ultimately reviewed/approved for graduation. Any changes made to audits or processes with each program will be effective in AY 11-12.
  - CIT: Eugenia Fernandez and Connie Justice
  - OLS: Pat Fox and Elizabeth Wager
  - ART: Jan Cowan (will defer to summer/fall; Prof. Cowan is on sabbatical leave)
  - CGT: Mark Bannatyne
  - INTR: Emily McLaughlin
  - BMET: Barb Christe
  - CEMT: Tom Iseley
  - CpET: Bill Lin
  - EET: Elaine Cooney
  - MET: Jack Zecher
  - MSTE: Pete Hylton

General Education Working Group with Engineering Department Programs

- Nancy Lamm, Janet Meyer, Karen Alfrey, Stanley Chien, Maher Rizkalla, Hazim El-Mounayri, and Stephen Hundley are meeting as a working group to review and update the "general education" courses used in each of our Engineering programs. Our first meeting was held on April 4, and the next meeting will be held on April 25. Any changes will be effective in AY 11-12.

Commencement

- Commencement is Sunday, May 15, 2011 (not Mother’s Day this year; 1-year reprieve)
- E&T participates in 3:30pm campus ceremony; school-specific program immediately follows
  - Campus program in Halls A-B-C of Convention Center; E&T program in Hall F
- Kelly Keelen and Rob Wolter are Commencement Committee co-chairs; volunteers are still be solicited—please contact Kelly Keelen ([keelen@iupui.edu](mailto:keelen@iupui.edu); 274-2761)
- E&T: increase of 100+ application graduations (750+) year-over-year for DEC/MAY/AUG periods

E&T Lunch-n-Learn Professional Development Program

- Final program for AY 10-11, Incorporating STEM Best Practices in Courses and Programs, was held on April 6

- Needs Assessment on AY 11-12 topics being conducted with chairs this summer; faculty may send their suggestions directly to Stephen Hundley (shundley@iupui.edu; 274-2876)

#### E&T Undergraduate Programs Summit

- Event will be held on Thursday, July 28, 10:00am-2:00pm; location TBD (lunch to be provided)
- Summit will focus on educational practices, procedures, and interventions that can assist E&T in positioning our students for success, retention, and graduation
- Chairs, directors, advisors, and administrative support colleagues are invited to participate in this Summit, which has been timed to provide information that can be shared with other colleagues during departmental retreats held in August



Attachment 3: Faculty Senate Report from Associate Dean for Research and Graduate Programs

Faculty Senate Research & Grad Programs Report Razi Nalim 4-12-11

Research

- 1) Awards from July 1 to date with PI at the School: **\$8.4 M**, more than any year except last year. (Details at website: <http://enr.iupui.edu/research/awards.shtml?menu=etresearch>).
- 2) Record month for proposals in March, applied for \$3.7M.
- 3) New IU policy on centers is open for input until April 22, 2011. The policy is available for review at the OVPURAPP Web site: <http://www.iu.edu/~vpurapp/policies/pending.shtml>
- 4) SELB may shrink to fit budget, high-level anxiety about construction costs.
- 5) Campus level space study was given rough inputs on our type of needs

Graduate Programs

- 1) Purdue regional grad programs are discussing grad courses approvals processes.
- 2) IUPUI RAC and FC looking at IU IRB-01 processes and other concerns about centralization at IUB.
- 3) 2011-12 Campus block grant (\$227,700) and TA (\$20,000) funds allocated. Matching funds allowed from school base budget, external funds, internal funds.