

PURDUE SCHOOL OF ENGINEERING AND TECHNOLOGY
Faculty Senate Minutes
May 10, 2011

Representatives in Attendance: Karen Alfrey, Mark Bannatyne, Debra Burns, Rongrong Chen, Elaine Cooney, Michael Drews, Yingzi Du, Pat Fox, Dave Goodman, Cliff Goodwin, Julie Ji, Alan Jones, Sarah Koskie (alternate), Nancy Lamm (alternate), Feng Li, Roberta Lindsey, Emily McLaughlin, Darrell Nickolson (alternate), Maher Rizkalla, Paul Salama

Guests: Charlie Feldhaus, Stephen Hundley

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 Administrative reports.

Ken Rennels asked everyone to look at the agenda for the meeting once there was a quorum; agenda was approved.

Ken Rennels asked everyone to look at the minutes from the April 2011 meeting after there was a quorum. 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 each Faculty Senate meeting. A motion was made to accept the April 2011 minutes; all approved.

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

Commencement is this Sunday, May 15th. There is a commencement meeting on Thursday, May 12, for those participating and helping with commencement.

ABET – Computing Accreditation Commission (CAC) programs are completing Interim Reports for submission to ABET in June 2011. Technology Accreditation Commission (TAC) programs are preparing self-studies for submission to ABET in June 2012. E&T is moving toward aligning all three commissions of ABET, CAC, TAC, and Engineering Accreditation Commission (EAC) for a common year visit in 2016.

Ivy Tech Articulations – Select Engineering programs signed agreements fall 2010. Several Technology programs are updating and signing agreements, anticipated completion by July 2011. All agreements should be effective AY 2011-12, and will be reviewed periodically. During AY 2010-11 Ivy Tech colleagues joined the E&T Assessment Committee, and this effort will continue AY 2011-12 and beyond.

General Education - Various faculty have been meeting to review and update the “general education” courses used in the Engineering programs. Changes and updates should go into effect AY 2011-12.

Accelerated Improvement Process (AIP) Project in E&T – The topic is to attract our high-ability undergraduate students into our E&T graduate programs. A large group of faculty and staff have been meeting, implementation of recommendations will occur beginning summer 2011 and beyond.

E&T Undergraduate Programs Summit – this event will be held on Thursday, July 28, 10:00-2:00 p.m. The summit will focus on ways to assist E&T students for success, retention, and graduation. Chairs, directors, advisors, and administrative support colleagues are invited to participate in the summit. Departments can then discuss during their August retreats.

Lunch-n-Learn Series has concluded. Stephen Hundley will conduct a needs assessment this summer with chairs to look at topics and needs for next year. Faculty may also send their suggestions directly to Stephen Hundley (shundley@iupui.edu; 274-2876).

Leadership Transition - Nancy Lamm, Director of NSAAC, will transition from Director of NSAAC to focus her efforts on teaching and advising duties in NSAAC beginning July 1, 2011. Danny King, presently the Associate Director of NSAAC, will serve as Interim Director from July 1, 2011-June 30, 2012. After a search for this position, the permanent director will begin July 1, 2012. There will be a reception in honor of Nancy’s leadership on Thursday, June 23, 3:30-5:00 p.m. in SL 165.

Acting Associate Dean for Academic Affairs and Undergraduate Programs Fall Semester 2011 – Stephen Hundley will be on sabbatical leave from August – December 2011. Wanda Worley will serve as Acting Associate Dean during this time frame. Stephen and Wanda will overlap in July 2011 for orientation/planning purposes.

Stephen Hundley distributed a list of all E&T students graduating in May and August 2011 for Faculty Senate endorsement. See New Business for further information.

Associate Dean for Research and Graduate Programs

Razi Nalim was not present for the meeting. The Associate Dean’s Report can be found under Attachment 3 at the end of this report.

Also note, Dr. Nalim’s office is putting their information online, which can be found at <http://engr.iupui.edu/research/awards>.

Budgetary Affairs Committee

Sarah Koskie advised the Budgetary Affairs Committee met last month. The committee discussed graduate fees. The committee cannot look at budgeting for next year, since it has not been passed by legislature yet (as of the meeting date). Sherri Alexander advised the graduate fee is low in comparison to peer schools; she will submit information to justify increasing the graduate fee and will get a reply back from the university.

Computing Resources Committee (CRC)

Ken Rennels advised Connie Justice was unable to attend the meeting today. Dr. Terri Talbert-Hatch will be sending out a laptop survey to students. The committee will begin looking into a school wide laptop program this fall.

Constitution and Bylaws Committee – No Report

Graduate Education Committee

Charlie Feldhaus presented the following Technology graduate courses to Faculty Senate as an information item. These courses were approved by an ad hoc committee and then sent on to Graduate Education.

ECET 53500, Energy Management for Buildings
ECET 54500, Management of IT, Telecommunications, and Video Infrastructure
IET 51000, Introduction to Facilities Planning and Management
IET 53000, Facilities Contract Management
IET 53500, Facilities Maintenance and Operation
IET 55000, Financial Aspects of Facilities Management
IET 57500, Supply Chain Logistics Operations in Facilities and Industry
ART 51500, Introduction to Facilities Engineering Systems
TECH 50800, Quality and Productivity in Industry and Technology

The majority of these courses are Facilities Management courses, along with one of our core courses that was never assigned its own number. These courses are posted to the Senate folder on the G drive for anyone to review. Feldhaus advised that Faculty Senate has never approved graduate courses or programs, but information is reported to Faculty Senate as a courtesy.

Grievance Board – No Report

Faculty Affairs Committee

Cliff Goodwin discussed the promotion criteria for Clinical Faculty briefly during the last Faculty Senate meeting and since that time Faculty Affairs have met and believe they have a document ready for a vote. This document was sent out last Tuesday. Goodwin advised he has had some responses and questions, which were very appropriate. The committee has worked on this document this semester, off and on with clinical faculty, and had 4 meetings total, one meeting was a joint faculty meeting. Mary Fisher's office (Academic Affairs) requested our school to create this document; all of the schools and units on campus that have clinical faculty have written their P&T guidelines. If all goes well these will be our guidelines.

Goodwin advised he wrote an introduction due to the diversity of our programs to make sure that everyone understands the document. Goodwin read through the introduction of the P&T document for clinical rank faculty. Teaching and Service - faculty can go up in excellence in either one of these areas. Faculty Senate members advised a description of "excellence" should be added to both teaching and service. Clinical ranks will not go up for P&T under research. This is IU and IUPUI's guidelines for this rank. Some people feel to be current in one's discipline that some dissemination of research is necessary.

The area of excellence in teaching represents our committee's work as well as clinical faculty. Our clinical faculty feel they had a voice, and these are not the Faculty Affairs Committee recommendations alone. Ken Rennels questioned how these compare to the other units on campus. Cliff Goodwin advised the committee looked at guidelines from the other units on campus, such as Business, Nursing, and Medical, prior to developing these for our school. Goodwin advised it is representative of what is happening on this campus.

Mark Bannatyne advised he feels the document has merit in many ways; however, DCT would like to identify a few concerns. If research is not a part of this, no document value for grants...done without the

benefit of a grant what do these represent “excellence in teaching” and “excellence in service” – criteria for evaluation...if someone did not have grants would they be disqualified? Although not an all inclusive list, DCT concerned this could be a checklist. Goodwin noted it will be the chore and responsibility of the chair to promote their faculty in various areas.

Mark Bannatyne questioned if this is adopted and this will be the criteria for the school, DCT anticipates the primary committee will accept and forward the documents to the unit committee and this committee will not accept the submission. There is written documentation that relates to creative works...if something that says scholarly or creative works, DCT would feel more comfortable with this description so it is recognized in the document that this is accepted by the senate as valid criteria.

Elaine Cooney noted that as the chair of the Unit P&T committee they did review many clinical appointments; clinical faculty do not have to be promoted to be retained; emphasis is explained in that we should expect excellence if they are receiving a promotion. Remember that in the School of Medicine clinical faculty do research, but put it under “service”; evaluate how much grant funding they bring in and how many journal articles they write, this is what is evaluated across campus. Cooney feels it would be difficult to have something that does not have numbers in it...need to have some dollar figure (approximately \$20K) for clinical faculty. We might want to look at creative activity and include it under the service area.

Mark Bannatyne believes our school has the right to have our own document; concerned that we are trying to parallel the School of Medicine. Grant writing refers to research. Goodwin noted to reach excellence you have to have some artifacts that are tangible such as teaching related publications and invited presentations. If you say faculty member must engage in creative activity; there are other types of creative activity that should be acknowledged.

This information will be in the clinical appointments section of the P&T document; criteria and guidelines will be under the guidelines for clinical ranks. Cliff Goodwin noted Faculty Affairs was not involved in writing the P&T documents.

Elaine Cooney noted we do have some latitude to present some unique needs of our program; as far as bar of excellence, that bar of excellence will be determined at each committee level. In view of campus level P&T committee, if they are not convinced that excellence has not been reached regardless of the guidelines, the faculty will not get favorable votes. It is unfortunate for any candidate that if they go up through document at school level that it does not mirror document at campus level...Bannatyne agreed that this has always been the rule. Cooney believes it is important to give faculty guidelines that will be accepted at the campus level.

Cliff Goodwin advised there is no timeline for promotion for clinical rank faculty.

Ken Rennels noted Faculty Senate has two options - can move forward as is or amend the document.

Mark Bannatyne requested Faculty Senate to amend guidelines to specifically mention the value of creative works. Creative works would be in lieu of journal articles or conference presentations...leave it to the discretion of the faculty where to put the creative work into the document.

A motion to amend Promotion Criteria for Clinical Faculty Guidelines to add phrase “or comparable creative works” in appropriate sections. The motion was approved.

Faculty Senate unanimously approved the amended Promotion Criteria for Clinical Faculty Guidelines.

Cliff Goodwin will forward the final document with amendments to Mary Fisher's office.

Nominations - No Report

Resource Policy Committee – No Report

Student Affairs Committee – No Report

Undergraduate Education Committee

Undergraduate Education Committee

At last month's Senate meeting, a concern was raised that the proposed school policy for minors might not be in compliance with West Lafayette requirements. The Undergraduate Education Committee received feedback from Tom May and West Lafayette. After investigation our policy is in compliance with West Lafayette requirements, which allow a minor to include a minimum of 12 credit hours.

CIT has submitted 7 course change requests. The requests are as noted:

CIT 10600, Using a Personal Computer, change in course description

CIT 11200, Information Technology Fundamentals, change in course description

CIT 21200, Web Site Design, change in course description and course pre-requisites

CIT 21300, Systems Analysis and Design, change in course description and course pre-requisites

CIT 24200, Introduction to ASP.Net Programming, change in course pre-requisites

CIT 27000, Java Programming, change in course pre-requisites

CIT 37400, Systems and Database Analysis, change in instructional hours from 4 to 3 credit hours and change in pre-requisites

The Undergraduate Education Committee recommends approval of these course change requests.

Mark Bannatyne requested to hear the new description for CIT 21200. Lamm read the updated description.

Faculty Senate unanimously approved the course changes for CIT 10600, CIT 11200, CIT 21200, CIT 21300, CIT 24200, CIT 27000, and CIT 37400 as noted above.

CIT course change paperwork can be found on the G drive:

G:\COMMON\NEW_COURSES_UNDERGRADUATE\YR2010-11\April 2011

Elaine Cooney questioned the school policy that there is no IUPUI cumulative GPA requirement for graduation and asked the Undergraduate Education Committee to revisit this issue. Lamm advised currently the degree GPA must be a minimum of 2.0 for graduation, but there is no minimum cumulative GPA requirement. Since our school does not have a grade forgiveness policy grades in only fifteen hours of courses can be replaced in the cumulative GPA. The committee, when considering this issue at the April meeting, felt the degree GPA was a more relevant graduation measure since it is based on degree requirements. The committee vote was unanimous that there be no cumulative GPA requirement. Cooney questioned the degree GPA noting that a student can repeat a class 5 times and their degree GPA will never reflect this. Lamm will add this item to the committee agenda.

IUPUI Faculty Council

There was no report given for the IUPUI Faculty Council.

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

Purdue Intercampus Faculty

Mark Bannatyne advised the chair of the Faculty Senate noted there will be some changes between the two committees for the future. Representatives from all campuses in the Purdue system will be given a voice for their campus. This will hopefully increase the amount of senators also. The current faculty senate president is determined to push this through.

Purdue Faculty Senate (Jeff Watt) - No Report

New Business

A motion was made and Faculty Senate unanimously approved the graduation lists May 2011 and August 2011 graduates.

Announcements

Justin Penix won his 2nd consecutive Purdue Grand Prix this April. The schools internal combustion team also won in West Lafayette.

Gary Bertoline is the new Dean of College of Technology at West Lafayette.

The meeting ended at 12:00 noon. The next Faculty Senate meeting will be Tuesday, September 13, 2011, 11:00 a.m. in SL 165.

Dean's Report
May 10, 2011 Faculty Senate Meeting

Budget

1. The dean's office has made a request to increase the graduate instructional fee rate for technology programs for FY 2012 such that it will be the same as the engineering rate. This request excludes the distance education fee rate for the Master's in facilities management. Part of the rationale for this request is to generate much needed revenue to support the graduate research mission of the technology programs, including, but not limited to, increasing funding for TA and RA stipends and start-up funds for research-oriented technology faculty members. Moreover, there is no differential tuition rate between engineering and technology programs at PUWL.

2. As recently announced by President McRobbie, IUPUI-General Academic programs received a 6.7% increase in State appropriation for FY 2012 and 2013 and IUPUI-Health received a 3.5% cut. However, these allocations are combined then redistributed on the IUPUI campus. As previously discussed, the campus RPC is close to making a recommendation to the Chancellor that will redefine the algorithms for assessment (revised RCM consumption model) and appropriation (based on some estimate of cost per degree). I have been outspoken on numerous occasions about the impact of such a significant budget model change to E&T and how it has the potential to fundamentally modify our mission and our strategic planning initiatives. Therefore, we must redouble our efforts to seek out ways to continuously improve our efficiency and increase our revenue streams.

Personnel

1. An announcement on the selection of the Associate Dean for Research and Graduate Programs will be made soon.

2. The search and screen committee for the Director of the Lugar Center for Renewable Energy has conducted telephone interviews with a short list of candidates. It appears the committee is very close to recommending a list of candidates for on-campus interviews.

Other

1. A technology research and scholarship workshop was held on April 28 at University Place with representative faculty and administrators from the College of Technology, PUWL. Both IUPUI and PUWL attendees have reported that the workshop was very productive and should result in a closer collaboration between IUPUI and PUWL in the technology disciplines. Having regularly scheduled workshops was suggested by members of both campuses as we share many of the same challenges and opportunities in the technology areas.

2. The current version of the SELB plan has been reduced to fit the approved project cost. The SELB building plan originally was 90,542 GSF and had an estimated cost of \$26,130,000. The revised building has 83,761 GSF with an estimated cost of \$24,050,000 (this includes up to 15%

of shelled ASF). The actual building construction cost must not exceed \$20M, so the project is still over budget. Therefore, the cost must be reduced further. The proposed additional cost saving items, which would have to be funded separately, include the following: i. FF & E \$ 900,000; ii. bridge between LD and SELB \$ 1,340,000; iii. enhanced incubator space \$ 1,270,000 (this is space built out more than shelled space but may not be ready for the original intended function, e.g., chem/bio style labs without vent hoods); and iv. fixed equipment \$ 825,000. These items result in a total savings of \$ 4,335,000, bringing the total construction cost under \$20M. Several alternative plans will be submitted when the project goes out for bid; therefore, there will be a variety of possible shelled and incubator scenarios. The goal is to have the plan approved by the Board of Trustees during the June meeting and the project would then go out to bid as soon as possible. Bi-weekly design meetings will resume no later than May 19. Razi Nalim will coordinate our participation in the detailed design meetings. He will invite the faculty members associated with the space to be discussed at a given meeting.

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

Report from Associate Dean for Academic Affairs and Undergraduate Programs

May 2011 Faculty Senate Meeting

Commencement

- Commencement is Sunday, May 15, 2011
- 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; meeting with those participating in Commencement will be held Thursday, May 12, 11:30am-12:30pm in ET 327; for additional information, please contact Kelly Keelen (keelen@iupui.edu; 274-2761)
- E&T: increase of 100+ application graduations (750+) year-over-year for DEC/MAY/AUG periods

ABET, Inc. Update

- Computing Accreditation Commission (CAC) programs are completing Interim Reports for submission to ABET in June 2011
- Technology Accreditation Commission (TAC) programs are preparing respective self-studies for submission to ABET in June 2012 and the visit will occur in fall 2012
- E&T is moving toward aligning all three commissions of ABET—CAC, TAC, and Engineering Accreditation Commission (EAC)—for common year visit in 2016; the E&T Assessment Committee will use AY 11-12 for further planning efforts to achieve this goal

Articulation Agreements with Ivy Tech

- Select Engineering programs signed agreements in fall 2010
- Several Technology programs are updating and signing agreements; these are anticipated to be completed by July 2011
- All agreements will be effective in AY 11-12 and call for periodic review and update
- In AY 10-11, we invited Ivy Tech colleagues to join E&T Assessment Committee; this practice will continue in AY 11-12 and beyond

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. Meetings were held on April 4 and 25; will meet again in May and hope to make any changes/updates to go into effect in AY 11-12.

Accelerated Improvement Process (AIP) Project in E&T

- Topic: "Attracting Our High-Ability Undergraduate Students to E&T Graduate Programs"

- Working Group met for a few focused, facilitated meetings in AY 10-11; implementation of recommendations to occur in summer 2011 and throughout AY 11-12 and beyond
- See attached documents for additional details: *AIP Overview Document*; *AIP Flowchart to Identify High-Ability Students*; and *AIP Timeline*

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

E&T Lunch-n-Learn Professional Development Program

- In AY 10-11, eight programs were held, informed by a needs assessment from summer 2010
- 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)

Leadership Transition in E&T New Student Academic Advising Center

- Nancy Lamm, Director of NSAAC, has asked for the opportunity to focus her efforts on teaching and advising duties in NSAAC; thus, she will transition from the Director role to these expanded duties effective July 1, 2011
- Danny King, presently Associate Director of NSAAC, will serve as Interim Director from July 1, 2011—June 30, 2012
- Throughout AY 11-12, we will review/revise the job description, conduct a search, and select a Director to start July 1, 2012
- Reception in honor of Nancy's leadership in Advising on Thursday, June 23, 3:30-5:00pm, in SL 165

Acting Associate Dean for Academic Affairs and Undergraduate Programs for Fall Semester 2011

- Stephen Hundley will be on sabbatical leave from August-December 2011
- Wanda Worley will serve as Acting Associate Dean during this timeframe; she has received endorsement from Dean and Chairs
- Stephen and Wanda will overlap in July 2011 for orientation/planning purposes; several meetings with Chairs and other school- and campus-level stakeholders have been scheduled for this timeframe

Faculty Senate Endorsement of E&T Students Graduating in May and August 2011

- Symbolic vote of Faculty Senate for graduating students
- See list that will be circulated during meeting
- Questions should be directed to Karen Sloan: kssloan@iupui.edu; 278-7091

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

Research

- 1) External awards from July 1, 2010 to date with PI at the School: **\$9.07 M.** (Details at website: <http://enr.iupui.edu/research/awards.shtml?menu=etresearch>).
- 2) Reminder: Proposal submission deadline to ORA is 5 business days before the agency/sponsor deadline for budget and all paperwork except the scientific/technical document, including chair signature. Scientific/technical document is required 2 business days before agency/sponsor deadline. Recently, our request for an exception was officially denied by the VP for Research.
- 3) A new electronic system for research administration called Kualo Coeus (KC) will be replacing ERA in July 2011. Faculty are encouraged to attend a training session on the KC system, on Friday, May 20 at 11.00 am to 12 noon in ET 103. RSVP to Angie Kelly (angkelly@iupui.edu). More information is at kuali.iu.edu.
- 4) The new research building (SELB) design is proceeding with a reduced size to fit the budget, as reported by the Dean. When meetings are planned for detailed design of spaces to be occupied by E&T, I will request the appropriate chairs and center directors to send a representative.

Graduate Programs

- 1) The search for the new Administrative Support Specialist for graduate programs has ended and the position will be filled this month. Final negotiations are ongoing.
- 2) Four engineering graduate students will receive IUPUI University Fellowships in 2011-12. One other fellowship awardee declined the award.
- 3) The GRE is undergoing a major overhaul. Applicants planning to apply for Spring 2012 admission should be advised to take the current-format GRE before the new format launches on August 1st. Applicants who take the new test starting August 1st will not receive their test scores in time for the Spring application deadline for admission.
- 4) Discussion of the block grants distribution formula has continued with the graduate education committee, and it is hoped to finalize a formula for the 2012-13 year soon. The new formula will be better aligned with a) campus criteria for award of block grant and TA funds, and b) base budget allocation of graduate student support funds for departments, which contributes to the 'matching funds' required by campus. The new formula will not affect the distribution for 2011.