

**PURDUE SCHOOL OF ENGINEERING AND TECHNOLOGY**  
**Faculty Senate Minutes**  
**October 11, 2011**

Representatives in Attendance: Karen Alfrey, EJ Choe, Elaine Cooney (alternate), Jan Cowan, Tim Diemer, Hazim El-Mounayri, Patrick Gee, Dave Goodman, Marj Hovde, Alan Jones, Brian King, Brian Kinsey, Feng Li, Roberta Lindsey, Steve Rovnyak, Paul Salama, Joy Starks, Joseph Wallace, Huanmei Wu (alternate)

Guests: Cliff Goodwin, Nancy Lamm, Razi Nalim, Dean Russomanno

Presiding: Sarah Koskie, Faculty Senate President

Meeting began at 11:03 a.m.

Sarah Koskie asked everyone to look at the minutes from the September 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. There were two changes noted. A motion was made to accept the September 2011 minutes; all approved.

**Administrative Report**

Dr. Russomanno advised Faculty Senate of the following:

**Promotion and Tenure:**

We have two applications for P&T this fall; the unit board vote of recommendation is still pending. We had nine sabbatical applications this fall. Dr. Russomanno asked Stanley Chien to chair the sabbatical committee. Dr. Chien has a lot of experience at the campus level, and Dr. Russomanno believes this is valuable in reviewing the candidates. The unit board is forming the committee. The unit board mentioned to Lisa Jones the impact of a potential sabbatical to the department or program. Russomanno directed the committee to review the sabbatical application purely on the merits. The staffing implications should not be a consideration; this will be a concern Dr. Russomanno will address with the department chair should the application be meritorious. Dr. Russomanno noted to strictly review the applications on merit.

**Strategic Planning:**

The school had a Joint Board of Advisors meeting on September 23 at the Campus Center. During the meeting Dr. Russomanno updated the board on our strategic planning process. In terms of process, Russomanno advised we are hoping to publish our strategic plan in January, and planning on distributing a strategic plan draft in November. During this time we will have an opportunity to receive stakeholder feedback, and faculty feedback. Russomanno noted that faculty feedback is very important throughout the process. A draft document within the next month or so should be forthcoming. In terms of strategic planning, one initiative that we discussed is increasing the number of high quality students and the diversity of our students. One charge Dr. Russomanno will ask the department chairs to pursue is looking at program specific honors programs. We have the IUPUI Honors College, but Dr. Russomanno would like to see a program specific honors; for example, a B.S. in Electrical Engineering with Honors. What would that denote? In Dr. Russomanno's prior life he had positive outcomes in recruiting high ability students into degree specific honors programs, and it typically culminates in an undergraduate thesis. Dr. Russomanno saw this as a wonderful opportunity to enrich the "R" in Rise as well as a tool to help us

recruit more high ability students. Be thinking how this might impact your given programs. Dr. Russomanno would like to see Honors Programs in all of our undergraduate baccalaureate level degree programs. Give this some thought, and Dr. Russomanno will discuss with the chairs.

Dr. Russomanno has charged our Diversity Council to try to broaden their scope and try to better coordinate our diversity initiatives from K-12 efforts, all the way through recruiting perspective faculty candidates. One approach we are taking is having a seminar series where we invite a first or second year Ph.D. student from another institution to come on campus and have our professional student societies, mainly NSBE, SWE, and/or Hispanic/Latino Organization sponsor this event working closely with the department. We have an ECE Ph.D. student from another institution coming to give a seminar soon, and can coordinate this with a professional student society. This is a good way to keep students involved and also to work on nurturing relationships. As we all know it is so highly competitive in trying to go after underrepresented faculty members. It is not sufficient enough to send out an advertisement and do the traditional process. We have to nurture these relationships early on.

### **Other News:**

Some of you may know that Science is pushing for autonomy, for their Ph.D. programs in biology and chemistry. West Lafayette basically said they will not support a science Ph.D. degree granted in Indianapolis. After a lot of discussion Dr. Russomanno understands that West Lafayette is willing to explore relinquishing their oversight of the Purdue Science degrees, and opening a path for those to transition to Indiana University degrees; but they want closer ties with Engineering and Technology. Dr. Russomanno noted since he has been with our school he has done as much as he can to strengthen the relationship with West Lafayette. Dr. Russomanno is not sure what “closer ties” means. Dr. Russomanno believes this particular direction could have major implications, not only on our school but on our entire campus. We need to be thinking about what we would like to see “closer ties” mean for our school.

In this line of reasoning, Dr. Russomanno would like to see us get our Technology Workshop going again. Last year we had a Technology Workshop with West Lafayette that went well. Dr. Russomanno would like to see our technology faculty get together with West Lafayette technology faculty and explore closer collaboration. Dr. Russomanno will discuss this idea with the new Dean of Technology at West Lafayette in the near future and would welcome faculty input in how we can pursue collaboration with all of our programs with West Lafayette.

Mark Van Fleet is the new Executive Director for Global Business Engagement with West Lafayette. He is going to visit with our chairs and associate deans this afternoon (October 11) about global business engagement. Purdue is planning on setting up an office in China; we have a trip to China in the near future and may look into a partnership with Purdue in their Global Business Engagement area.

We have been working on an email distribution list for surveys regarding the Presidential search at Purdue. Dr. Russomanno reminded everyone to actively participate in the survey and let our thoughts be known, as well as trying to get input to the search committee. This could have a lot of implications for our school down the line; we do not want to be passive in our requests.

Cliff Goodwin asked if there was going to be a task force to determine what Purdue has in mind regarding working with our school. Dr. Sukhatme noted that the new position from West Lafayette is they were willing to consider relinquishing oversight of Science programs if they transitioned to IU degrees. Dr. Russomanno noted he needs to meet with Mark Smith and others, Provost Sands, to follow up with them. Our school should have discussions about how we feel, and what our plan should be. Maybe we do need to form a committee to look at the issue.

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

### **Associate Dean's Report**

Wanda Worley was unable to attend the Faculty Senate meeting. The Associate Dean's Report can be found under Attachment 2 at the end of this report. Sarah Koskie went over various points from Dr. Worley's report.

Student Citizenship Verification – a new Indiana state law requires that IUPUI collect citizenship verification.

Drop dates were noted – October 16 is the last day to drop with automatic “W”; October 17 withdrawal with grade of “W” or “F” begins, advisor and instructor signatures are required.

Spring 2012 priority registration begins for currently enrolled students, and runs from October 24-November 4<sup>th</sup>.

The Student Performance Rosters to report attendance are needed in all classes – you can access the report through Onestart, please submit if you have not yet.

Articulation agreements with Ivy Tech Community College – continuing to work on these; DCT Interior Design program is also working with Ivy Tech Columbus.

“Stupid Rules” from the IFC minutes – a Task Force was developed by IFC to look at policies or rules at IUPUI; if you know of any rules that should be thrown out or revised write to Jack Windsor ([ljwindow@iupui.edu](mailto:ljwindow@iupui.edu)) or Karen Lee ([klee2@iupui.edu](mailto:klee2@iupui.edu)).

### **Lunch-n-Learn**

- October 12 – E&T Students in Crisis: Warning Signs, Interventions, and Resources; Julie Lash, director of CAPS, will be presenting.
- November 9 - International Students in E&T: Perspectives, Issues, and Needs; panel of students, faculty, and staff led by Tim Diemer will discuss perspectives, issues, and needs of our international students.

Call for internal grant proposals – Program Review and Assessment Committee (PRAC) invites individuals or groups to submit proposals for initiatives that support the 1) continued development of school/department assessment plans that focus on enhancing student learning and/or 2) assessment of program effectiveness in connection with preparing the self-study for program review.

Learning Environment Grant (LEG) - mission is to facilitate the creation of informal and formal learning spaces on campus that are innovative and meet the needs of both faculty and students.

Curriculum Enhancement Grant (CEG) – provides faculty with support, time, and resources to design and implement projects to improve student learning and success.

2012 Edward C. Moore Symposium on Excellence In Teaching – online proposal submissions will be accepted until Tuesday, November 1, 2011.

Super Bowl – campus continues to ask faculty and departments to plan ahead for the February 3-6, 2012, dates around the Super Bowl. There will be additional security, traffic, etc. on campus during these days.

### **Associate Dean for Research and Graduate Programs**

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

#### **Research:**

For the first three months of this fiscal year, we reached \$6.13M in grants for external awards contracted.

One note, there is a small amount of funding available for international travel; Dr. Nalim sent an email recently on the available funding.

Next Research Forum is on Friday, October 28<sup>th</sup>, at 11:30 a.m., which will cover university computing resources and technical literature search resources. The forum is open to all faculty with lunch provided.

#### **Graduate Programs:**

Campus block grant funding application will be due later this semester and graduate chairs will start collecting supporting data on publications and funding. Faculty will be asked for their help on this.

Dr. Nalim advised there have been some discussions with regard to graduate programs administration and strategic plans and directions, and those discussions will continue.

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

**Budgetary Affairs Committee** – No Report

**Computing Resources Committee (CRC)** – No Report

**Constitution and Bylaws Committee** – No Report

**Graduate Education Committee** – No Report

**Grievance Board** – No Report

**Faculty Affairs Committee** – No Report

Sarah Koskie noted that Deb Burns with Faculty Affairs Committee has discussed the Activity Assessment and that the committee presented a few suggestions to Dr. Russomanno. The committee is waiting for feedback from departments.

**Nominations** - No Report

**Resource Policy Committee** – No Report

**Student Affairs Committee** – No Report

## Undergraduate Education Committee

### *BS TCM Degree Proposal*

Marj Rush Hovde presented information on and discussed the BS in Technical Communication degree proposal.

The history behind this proposal is that for the last several decades, the TCM program has offered service courses to the engineering and engineering technology majors and anyone else interested in the courses. The TCM undergraduate certificate was approved over 10 years ago. About two years ago, in conjunction with the TCM Advisory Board, they revised the certificate. During this process, the board members suggested a BS in TCM should be offered. In collaboration with the advisory board and several faculty on this campus, along with research into other campus' degrees, TCM came up with the idea of offering a B.S. in Technical Communications for several reasons.

- There are very few B.S. programs in TCM across the country; there are about 130 B.A. degrees, and only about 30 B.S. degrees. Hovde looked at some of the B.S. degrees and felt they should be B.A. degrees.
- Industry noted that they need people who can communicate and have knowledge of technology and scientific concepts because they are working with people in these fields. Housing the degree in the School of Engineering and Technology is a good fit that will help to achieve this goal.

Hovde noted TCM looks at this degree as an intersection between humanity skills and technical/scientific skills, preparing students well to work in organizations.

The principal components include 4 core areas:

- Technical Communication – 52 hours
- Science/Technology/Engineering/Math – 34 hours
- Organizational/Cultural Dynamics – 12 hours
- Humanities/Social Sciences – 24 hours

122 credit hours total.

Hovde noted this degree will appeal to several categories of students. Most students will probably not come in as first year students. TCM is anticipating some students will change majors to TCM from another major. The degree will especially be useful for retaining some of our technology and engineering students. Also, TCM anticipates double majors, from technical, scientific, OLS, English or Communication Studies. The degree program is designed to accommodate such students.

Another feature of the degree, while students can finish it in 4 years, students could take courses in the summer and finish in 3 years. Hovde believes this feature will appeal to people who are unemployed and who wish to earn a degree quickly in order to return to the workforce.

This degree can lead to careers in technical communication, but it can also lead to careers in other fields where they use the communication skills they develop within the program.

Another feature is that there is a great deal of flexibility; there are some suggested courses and some required courses in each of the core areas. There is also a lot of room within those areas for choices depending on a person's interests. In addition, there are three areas a student may want to focus on, 1) usability and technical communication, 2) international or intercultural communication (promote other

language), and 3) technical communication within the healthcare field. There is a huge need for expertise in technical communication in the healthcare area.

Hovde presented the proposed curriculum which features a lot of areas of choice, depending on interest. Hovde noted TCM is suggesting students may want to take certificates and/or minors in technical and scientific fields. The curriculum includes courses from many departments and schools; TCM tried to use courses that are in existence rather than develop a large number of new ones. However, TCM will be developing a few new courses for the degree.

Hovde noted the proposal has received letters of support from a variety of people. This will be a Purdue degree, and TCM has received letters of support from the Dean of the College of Technology at Purdue, the Dean of the School of Liberal Arts, the director of Professional Writing, and letters of support from English and Communication Studies at IUPUI, along with letters of support from various individuals in the region.

The employment prospects look good for this degree. TCM is planning to build the degree over the years and will not need to hire any new faculty at this time. TCM will continue offering certificates and service courses; Hovde believes this degree will be an asset to the school, campus, and surrounding region.

Karen Alfrey advised that Marj Hovde began this process in the spring with the Undergraduate committee, and has come back to the committee several times for updates, feedback, suggestions, etc. Alfrey noted that Hovde has done a very good job of responding to the committee with regard to their questions and suggestions. The Undergraduate Education Committee unanimously supports this proposal.

Hovde noted they are submitting the proposal to Faculty Senate for approval today. If approved, it will go to the campus committee, and then to Purdue, the Board of Trustees, and the Indiana Department of Higher Education. TCM hopes to launch the degree program in fall 2012.

Cliff Goodwin noted that in OLS the majority of service credit hours comes from General Studies, 52% come from General Studies. The General Studies option has been closed off, and they are not taking any more applications. Goodwin is not sure what type of impact this will have on other departments, but he was just letting faculty know.

Hovde noted Informatics requires TCM courses for their students, and they have students from Liberal Arts and Health Information Systems, along with the students from Engineering and Technology, so the closing of the General Studies option should not be a problem for the new degree; Hovde is pleased the program is getting recognition from other schools on campus.

**Faculty Senate unanimously approved the new TCM B.S. Degree proposed by the DCT department.**

*Course Change Requests*

Nancy Lamm advised Undergraduate Education Committee recommends approval of seven course change requests, which are:

- CIT 21400, Introduction to Data Management, change in course description and pre-requisites
- CIT 22000, Quantitative Analysis II, change in course description and pre-requisites
- CIT 31200, Advanced Web Site Design, change in course description and pre-requisites
- CIT 31300, Commercial Web Site Design, change in course description and pre-requisites
- CIT 34700, Advanced ASP.NET Programming, change in course description only

The changes for CIT courses are due to updates in curriculum and updates in descriptions.

**Faculty Senate unanimously approved the CIT 21400, CIT 2200, CIT 31200, CIT 31300, and CIT 34700 course change requests.**

BMET 49000, Project Planning and Design, change in course pre-requisites (adding BMET 29000)  
BMET 49300, Ethics and Professionalism, change in course pre-requisites (adding BMET 29000)

**Faculty Senate unanimously approved the BMET 49000 and BMET 49300 course change requests.**

*ECE and ME Nanotechnology Track Proposals*

The Undergraduate Education Committee recommends approval of the nanotechnology track in Electrical, Computer, and Mechanical Engineering which will be posted on student transcripts. The track consists of 4 courses, which are cross listed between ME and ECE departments. They will be using these courses as electives in their programs. These courses are:

1. Introduction to Nanotechnology (NT 301 / ME 39700/ECE 3xx)
2. Nanosystem Materials and Measurements (NT 401 / ME 49700/ECE 4xx)
3. Nanosystems Principles (NT 501 / ME 59700 / ECE 5xx)
4. Integrated Nanosystems Processes and Devices (NT 502 / ME 59700 / ECE 5xx)

*There is currently no NT designator; the departments will pursue this (currently being offered under variable title).*

Nancy Lamm advised that Nanosystems Principles and Integrated Nanosystems Processes and Devices have been offered previously with good attendance. The department would like the Nanotechnology track to be posted on student's transcripts; therefore the request has to go through Faculty Senate and higher campus channels. The departments are collaborating on this and the idea was an outgrowth from a grant.

To fulfill the grant the departments are developing the other two courses, Introduction to Nanotechnology and Nanosystem Materials and Measurements. Cliff Goodwin asked why this was developed as a track and not a certificate or minor. Lamm advised it consisted of four courses only, and they did have a big discussion on whether to call it a concentration or a track. The departments chose to call it a track. Lamm advised minors are 15 credit hours and there are not enough courses for a certificate. The courses constitute a specialty area.

Dr. Russomanno asked if there is a higher hurdle when we have to request a new prefix. Lamm advised she checked with Lauren Duncan, the Purdue Registrar contact, and she advised they will need a formal letter signed by both the department chair and the dean explaining the rationale for the new designator. The memo needs to include an explanation justifying why they are requesting a new subject (what purpose), effective term, and Department code that the new subject is to be associated back to. It is not a degree program. The department will pursue the new designator for nanotechnology. For now courses will be cross-listed between the two departments.

**Faculty Senate unanimously approved the four (4) courses for the Nanotechnology track for ME and ECE departments.**

The information for the courses noted above can also be found under:  
G:\COMMON\NEW\_COURSES\_UNDERGRADUATE\YR2011-12\September 2011

## IUPUI Faculty Council

Cliff Goodwin presented information from the IUPUI Faculty Council meeting on October 4<sup>th</sup>, 3:00-5:00 p.m. Goodwin noted there was no real breaking news.

Jack Windsor, President of IUPUI Faculty Council, presented his report and noted the following:

- October 14 is the deadline for distinguished professor nominations.
- Administrative Burden Committee - if you have any policies or procedures they should discuss please contact Kathy Marrs who is chairing this committee.
- October 5 - Jack Windsor met with the Vice President of Research to discuss problems that researchers are having with regard to human subjects.
- Healthcare enrollment is coming up in November; there will be substantial increases in healthcare costs. Be ready for sticker shock.
- United Way campaign ends October 31<sup>st</sup>, still have some time to pledge if you have not done so yet.
- A representative from the Super Bowl committee, the person who runs the PA system at the field house spoke with the council. The Super Bowl will cause disruptions on campus during this time. The AFC team will be staying at the University Hotel; security will be extremely tight. The event may affect the weekend only, or it could extend beyond this. Faculty and departments will want to look at classes for that week/weekend and make adjustments for students. *Dr. Russomanno advised the Monday following Super Bowl is of special concern, especially if the AFC team wins. The campus has not announced any directives at this time.*

Charles Bantz presented the following report:

- There is a Town Hall meeting on the Center for Philanthropy on Wednesday, October 26<sup>th</sup>, 12:30-2:30 p.m. at the Lilly Auditorium at the library.
- Health Engagement Program – there were controversial issues from last year; the campus has gone back to the drawing board and re-designed it. The campus hired someone to lead this initiative, Patty Hollingsworth, from Ball State. The program is preventive in nature, different than previously proposed and will be voluntary. There will be monetary distributions to departments for personal health initiatives, details will be forthcoming. Dr. Russomanno felt it was \$100 per FTE per department, but not sure how money would be distributed, etc.
- Staff Council Fine Arts and Crafts Fair will be held on Saturday, October 29<sup>th</sup> at the Campus Center.
- Once a year Kim Kirkland from HR comes over and gives statistics on HR issues. The report was attached to the minutes, which will post online in about one week. They chart all kinds of information. Students #1 complaint is concerns regarding disabilities and Adaptive Services. Goodwin noted if you have students with disabilities work with them cooperatively since this is the number one student complaint. The #2 complaint from students is race and color, diversity issues. Faculty #1 complaint is gender related tied with national original. Staff #1 complaint is



disability, and #2 is race and color. For the composite, all of the complaints, disability had the highest numbers, along with race and color.

- We have lost 7 faculty members to death, all tenure track faculty.
- There was an update on the re-accreditation for IUPUI coming in fall 2012. Trudy Banta gave an overview of this, will have more information forthcoming through emails. The stakes are high, although everything looks positive. We want to make sure as a school we are supportive to the re-accreditation efforts. There are two from our school on the re-accreditation committee. Eric Martin is our liaison to the accreditation board and he came a few weeks ago and gave a thumbs up on what we have done so far. There will be various town hall meetings regarding various criteria coming up. If you can arrange to make some of the town hall meetings it will be important for us to get guidance and feedback from faculty. All of the initial reports have been submitted. All the criteria and teams will be having town hall meetings and will discuss draft reports.
- IU passed the \$1B mark for their campaign; they are at \$1.47B currently.
- Sarah Koskie noted on the IRB issues she is a representative to the campus Research Affairs committee. Koskie advised that Psychology did a nice analysis showing how long it took before they centralized in Bloomington versus how long it took after and the issues they have been having with the IRB. The committee met with Jose Jorge a week or two ago and he essentially said they are studying the problem. There are a tremendous number of complaints; Koskie encouraged faculty to continue reporting problems.

*For details on IUPUI Faculty Council meetings and meeting minutes, please look at their website: [www.iupui.edu/~fcouncil](http://www.iupui.edu/~fcouncil).*

**Purdue Intercampus Faculty** - No Report

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

The meeting ended at 12:00 noon. The next Faculty Senate meeting will be Tuesday, November 8, 2011, 11:00 a.m. in SL 165.

**Dean's Report**  
**October 11, 2011 Faculty Senate Meeting**

**Promotion and Tenure**

Two applications for P&T were submitted this fall. The unit board's vote and recommendation is pending.

**Sabbatical Applications**

Nine applications were submitted this fall for AY 12-13 sabbatical leave. Stanley Chien is chairing a committee at the School level consisting of the unit board members to review each application based on its merit to significantly enhance the faculty member's capacity to contribute to the objectives of the School. I will subsequently review the committee recommendation and the chair recommendation (if applicable). For those meritorious applications, I will subsequently review the potential disruption of leave on the department and/or program and explore potential plans with the applicant and the concerned chair to mitigate any possible impact of the leave.

**Strategic Planning**

An update on the School's strategic planning process was provided to the Joint Board of Advisors on September 23 at the Campus Center. This update highlighted representative initiatives and accomplishments, as well as plans for the next steps. The goal is to publish E&T's strategic plan no later than January, 2012 with updated departmental and/or program plans to follow. Stakeholder input, especially faculty input, is critical throughout the process.

Department chairs are being asked to explore two possible initiatives in support of our goal to attract, retain, and graduate better prepared and more diverse students. These initiatives include: i) developing degree-specific honors programs culminating in an undergraduate thesis; and ii) exploring opportunities for increasing entrepreneurial experiences for our students across our curricula.

In addition, efforts are being made to better coordinate and leverage our diversity initiatives including: i) K-12 programs; ii) undergraduate and graduate student recruitment; and iii) nurturing relationships with underrepresented Ph.D. students from other institutions via seminars hosted by our student professional organizations. Terri Talbert-Hatch, John Schild and others from the School's diversity council have made innovative suggestions to support this effort.

**Other News**

There has been some initial indication from administrators from Purdue, WL to seek closer ties with engineering and technology programs at IUPUI while potentially opening the door for those programs in the School of Science to transition to IU degrees. These indications are in the very early stages. We should be thinking more about how our School would like to see the notion of closer ties evolve.

A follow up to the spring 2011 Technology workshop hosted by IUPUI with PUWL Technology faculty should be pursued to continue the positive momentum established in that meeting.

Mark Van Fleet, executive director with PUWL global business engagement will be meeting with chairs, associate deans, and me today to discuss opportunities for collaboration.

E&T faculty should be receiving a request via e-mail from PUWL regarding the new Purdue Presidential search criteria by 17 October. Participation is highly encouraged.

**Faculty Senate Report from Associate Dean for Academic Affairs and Undergraduate Programs for  
October 11, 2011**

Submitted by Wanda L. Worley, PhD

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**1. STUDENT CITIZENSHIP VERIFICATION**

A new Indiana state law requires that IUPUI collect citizenship verification from every student. The Registrar recently sent a notice to 210 IUPUI students who have not yet completed citizenship verification. Students will be unable to registrar for spring 2012 until they verify their citizenship. I will be notifying departments if any of these students are ours so they can follow up with the students as well.

**2. WITHDRAWAL SCHEDULE (Source:  
<http://registrar.iupui.edu/enrollment/4118/cal4118.html>)**

It's getting close to that date when some students will make a mad exodus from our classes:

October 16, 2011: Last day to withdraw with automatic grade of W via the Late drop/add classes (eDrop/eAdd) link on the self-service page. Advisor signature is required. UCOL students or Engineering/Technology freshmen must see advisor by 5:00 p.m. on prior Friday. In person transactions must be processed by 5:00 p.m. on prior Friday.

October 17, 2011: Withdrawal with grade of W or F begins. Advisor and instructor signatures are required. Withdrawal forms must be submitted in person only at the Office of the Registrar, Campus Center 250. Student must pick up the form from their advisor or school. Continues through 6:00 p.m., November 15.

November 15, 2011: Last day to withdraw with grade of W or F. Advisor and instructor signatures are required. Forms must be submitted in person only at the Office of the Registrar by 6:00 p.m., Campus Center 250. Students must pick up the form from their advisor or school.

**3. SPRING 2012 REGISTRATION**

Priority registration using Onestart for currently enrolled students runs from October 24 through November 4.

**4. STUDENT PERFORMANCE ROSTERS TO REPORT ATTENDANCE  
([http://registrar.iupui.edu/resources\\_faculty.html](http://registrar.iupui.edu/resources_faculty.html))**

Please stress to all faculty in your department the importance of reporting attendance to the Registrar! Attendance data are needed for ALL classes. (Of course, this deadline doesn't fit many of our creatively scheduled courses.) In addition to needing this data for Administrative Withdrawal, the Registrar's office needs it to conduct the required enrollment audits prior to creating the final grade rosters.

The Registrar's office has extended the deadline for Administrative Withdrawal and attendance feedback by one day – the **end of today, Tuesday, October 11, 2011**. Reports will be run immediately **Wednesday morning, October 12, 2011**.

Faculty need to do the following:

1. Access the Student Performance Roster via Onestart (onestart.iu.edu) > Faculty Center > My Teaching Schedule OR via the Performance Roster link in Oncourse.
2. Complete AT LEAST the information on Attendance, which is where the Administrative Withdrawal choices are.
3. Save.

That's it!

## 5. ARTICULATION AGREEMENTS WITH IVY TECH COMMUNITY COLLEGE

We continue to work on several program articulation agreements in the ENT department with Ivy Tech. They are very close to being finalized and signed off on. DCT's Interior Design program is also working on an articulation agreement with Ivy Tech Columbus.

## 6. STUPID RULES

"A task force on academic burden has been appointed to find "stupid rules" that should be revised or thrown out" (Indianapolis Faculty Council (IFC), Minutes, September 6, 2011).

Honestly, this is a serious task force! So if you know of any such policies or rules here at IUPUI, write to Jack Windsor ([ljwindso@iupui.edu](mailto:ljwindso@iupui.edu)) or Karen Lee ([klee2@iupui.edu](mailto:klee2@iupui.edu)).

## 7. LUNCH-N-LEARN SERIES

We had excellent attendance at the September 14 Lunch-n-Learn program on STEM funding opportunities from the Central Indiana STEM Talent Expansion Program (CI-STEP) grant. Thanks to Charlie Feldhaus and Jeff Watt for a very informative session. Thanks to everyone who attended!

The next in the series is **tomorrow, October 12 – Noon-1:30pm, SL 165**. The topic is "E&T Students in Crisis: Warning Signs, Interventions, and Resources." The speakers are Julia Lash, Director, and Ciara Lewis, Assistant Director, IUPUI Counseling & Psychological Services. Please attend and encourage others in your department to attend.

November's program is Wednesday, November 9, 2011, Noon-1:30pm, SL 165. The topic is "International Students in E&T: Perspectives, Issues, and Needs." A panel of students, faculty, and staff led by Tim Diemer will discuss perspectives, issues, and needs of our international students. Campus-level resources will also be shared.

## 8. CALL FOR INTERNAL GRANT PROPOSALS

- [PRAC Grant](#)

The Program Review and Assessment Committee (PRAC) invites individuals or groups to submit proposals for initiatives that support:

- the continued development of school/department assessment plans that focus on enhancing student learning and/or
- assessment of program effectiveness in connection with preparing the self-study for program review.

PRAC is especially interested in strategies that are consistent with IUPUI's Principles of Undergraduate Learning and that integrate assessment of generic knowledge and skills with assessment in the major. Budgets for the proposed work should not exceed \$2500. For complete proposal guidelines, see <http://www.planning.iupui.edu/45.html>. The deadline for fall grants is **Friday, October 21, 2011**.

- Learning Environments Grant (LEG)

The Learning Environments Committee (LEC) has announced the Learning Environments Grant (LEG) Request for Proposals.

- The mission of the LEC is to facilitate the creation of informal and formal learning spaces on campus that are innovative and meet the needs of both faculty and students.

To learn more, visit <http://www.ctl.iupui.edu/programs/lec.asp>. Proposals are due **Friday, December 16, 2011**.

- Curriculum Enhancement Grant (CEG)

The CEG provides faculty with support, time, and resources to design and implement projects to improve student learning and success. Individual faculty members can apply for \$5,000; a team of two working on two or more courses can apply for \$10,000; a team of three or more working on three or more courses can apply for \$15,000.

To learn more, visit <http://www.ctl.iupui.edu/programs/ceg.asp>. Proposals are due **Friday, January 13, 2012**.

## 9. THE 2012 EDWARD C. MOORE SYMPOSIUM ON EXCELLENCE IN TEACHING

The IUPUI Center for Teaching and Learning is accepting proposals for the 2011 Edward C. Moore Symposium on Excellence in Teaching.

Please visit the symposium site for more details: <http://ctl.iupui.edu/ecmoore>. Online proposal submissions will be accepted until **Tuesday, November 1, 2011**.

## 10. SUPER BOWL PREPARATION

Campus continues to ask us to plan ahead for February 3-6, 2012, the dates around the Super Bowl. We need to be ready for the additional security, traffic, chaos on campus during these days and plan accordingly. Using the Campus Spring Holiday to cover one of these days isn't possible due to system limitations.

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

10/11/2011

### Research

- 1) External awards contracted in July-September, 2011 with PI at the School: **\$ 6.13 M.** (Details at website: <http://engr.iupui.edu/research/awards.shtml?menu=etresearch>).
- 2) Next research forum is on October 28 at 11.30 am, with an update on university computing resources and technical literature search resources. Open to all ET faculty, lunch provided w/ RSVP.
- 3) Additional funding available from Purdue Research Foundation for international travel this fiscal year.

### Graduate Programs

- 1) Application for campus block grant funding will be needed soon. Graduate chairs will start collecting supporting data on publications and funding.
- 2) Discussions about graduate programs administration and strategic plans have been held with the graduate education committee, and will continue this month.

**Undergraduate Education Committee Report to Faculty Senate**

**October 11, 2011**

- A. The Undergraduate Education Committee recommends approval of these course changes in course pre-requisites and course description:

CIT 21400 Introduction to Data Management

P: CIT 11200 or CIT12000 or MATH-M118 or MATH 15400 or MATH 15900 or ECET 10900. ( 3cr.) Class 3.

Introduction to basic database development concepts. Extensive exploration of data manipulation using a relational DBMS and SQL. Students develop database applications using the most current database technologies.

CIT 22000 Quantitative Analysis II

P: CIT 12000 or ECET 10900 or MATH 15300 or MATH-M 118. (3 cr.) Class 3.

A continued investigation into the problem solving tools and techniques that focus on both hardware systems and quantitative data analysis. The course is designed for CIT majors in their second full year of study.

CIT 31200 Advanced Web Site Design

P: CIT 21200. (3 cr.) Class 2, Lab 2; or Class 3.

This course covers the tools and techniques necessary to maximize the effectiveness of deploying e-commerce Web applications and address both client and server side strategies with a focus on optimal Web design strategies. Strategies focus on internal design issues such as security, reusability, usability, accessibility and architecture and design issues such external design issues such as user interfaces, load times and multimedia.

CIT 31300 Commercial Website Development

P: CIT 21500. (3 cr.) Class 3.

This project-based course will have students develop a data driven web site to support business processes. Students will utilize both client and server side languages in developing the site.

CIT 34700 Advanced ASP.NET Programming (change in description only)

P: CIT 24200.

This course will apply the ASP.NET framework to e-commerce applications. Advanced ASP.Net techniques will be covered such as Web services, ADO, LINQ, AJAX, and security components.

Changes in course pre-requisites only:

BMET 49000 Project Planning and Design

P: Three 300 or 400 level BMET classes and BMET 29000

BMET 49300 Ethics and Professionalism for BMETs

P: senior standing in program and BMET 29000

- B. The Undergraduate Education Committee recommends approval of a new nanotechnology track in Electrical, Computer, and Mechanical Engineering which will be posted on student transcripts.
  1. Introduction to Nanotechnology (NT 301 / ME 39700/ ECE 3xx)
  2. Nanosystem Materials and Measurements (NT 401 / ME 49700 /ECE 4xx)
  3. Nanosystems Principles (NT 501 / ME 59700 / ECE 5xx)
  4. Integrated Nanosystems Processes and Devices (NT 502 / ME 59700 / ECE 5xx)
- C. The Undergraduate Education Committee recommends approval of the Bachelor of Science in Technical Communication degree proposal.

### **Goals/Objectives**

The proposed Bachelor of Science in Technical Communication (TCM) at IUPUI will provide students with education in the principles and practices of technical communication in its many forms. The degree will develop students' expertise in technical communication, in using appropriate communication technologies, in understanding technology as a topic, and in understanding how technical communication fits into contemporary workplace contexts and the larger society. The degree will teach students skills in adapting to the changing field of technical communication, an area that is projected to grow in importance in coming decades as technology advances in complexity.

**Principal Components** Total required hours: 122

*Distribution of hours in four core areas:*

Technical Communication – 52 hours

Science/Technology/Engineering/Math – 34 hours

Organizational/Cultural Dynamics – 12 hours Humanities

Social Sciences – 24 hours

The proposed TCM major at IUPUI will lead to a BS with a strong background in technology/engineering/science. Such an education will help technical communicators understand technology both as a topic and as a tool that they will employ in contemporary technical communication venues.

This degree will draw on existing courses from several academic programs on campus in order to provide students with enriching interdisciplinary experiences. Doing so is consonant with the theory and practice of contemporary technical communication, which applies insights gained from multiple fields of study. Technical communicators influence many areas of product development, deployment, and support, so broad knowledge of multiple areas is requisite.