PURDUE SCHOOL OF ENGINEERING AND TECHNOLOGY
Faculty Senate Minutes
December 11, 2012

Representatives in Attendance: Karen Alfrey, Sally Catlin, EJ Choe, Lauren Christopher (alternate), Jan Cowan, Tim Diemer, Mohamed El-Sharkawy, Pat Fox, Mary Ann Frank, Patrick Gee, Dave Goodman, Marj Rush Hovde, Alan Jones, Stephen Kim, Brian King, Brian Kinsey (alternate), Clint Koch, Feng Li, Chien-Chi Lin, Roberta Lindsey, Paul Salama, Joy Starks, Jian Xie

Guests: Pete Hylton, Nancy Lamm, Dean Russomanno, John Schild, Wanda Worley

Presiding: Mark Bannatyne, Faculty Senate President

Meeting began at 11:00 a.m.

Mark Bannatyne asked everyone to look at the agenda for the meeting, and the minutes from the November 2012 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 members via the E&T Faculty email at least one week prior to each Faculty Senate meeting. A motion was made to accept the November 2012 minutes; all approved. The agenda for the December 2012 meeting was approved.

Administrative Report

Dr. Russomanno presented the following report:

News

1.   It has recently come to my attention that the 'bonus' moratorium for staff and hourly employees has been lifted. However, there is a new Indiana University policy in place that is significantly different than the past. The new policy may include placing a limit on the number of staff receiving bonuses to less than 10% of the School's staff headcount for a given fiscal year. There is also a limitation on the amount of the bonus for an individual. Sherri Alexander will be providing an update at our School's next chairs, deans, and directors (CDD) administrative meeting to present the details of the new policy and to collect a list of questions to pursue for further clarification of the policy. The plan is to discuss the development of policies and procedures for awarding these bonuses within E&T. It is imperative that E&T's policies and procedures comply with the new IU policy. I anticipate relying on E&T's Staff Council to develop the implementation details of our School's new policy and procedure after the initial meeting with the CDD.

The new IU policy is here: http://www.indiana.edu/~uhrs/policies/uwide/rewards.html. To my knowledge, the bonus moratorium has not been lifted for faculty.

2.   David Lewis, Dean of the IUPUI Libraries, shared the attached email from Jim Mullins, Dean of Libraries at Purdue. Dean Lewis stated that he did not view the IUPUI libraries as part of Purdue so he was unsure as to what action, if any, was appropriate to take in response to Dean Mullins e-mail. I replied to Dean Lewis stating that I viewed this item as a courtesy informational item from Purdue, but would share this information with E&T's Faculty Senate. I agreed with Dean Lewis' perspective that the IUPUI libraries are not part of Purdue in terms of policy, procedure, financing, etc., and perhaps this would provide the rationale to opt out, if desired. However, I

went on to state that this resolution may ultimately lead to action in which IUPUI faculty who hold an appointment at Purdue, may want to place their publications in the Purdue repository if a similar repository was not adopted at IUPUI. I concluded my remarks to Dean Lewis with the commitment to inform E&T's Faculty Senate of our correspondence on this matter.

Space

1. Three floor plans were provided by the University Architects for renovation of ET 314. The options were based on a preliminary requirements meeting held last summer. Option 2, which included 368 square feet for a technical lab, was endorsed by the dean's office, since a fundamental requirement was to provide at least 300 square feet to support a technical lab, and option 2 had the largest technical lab of all the plans. Option 2 totals 1,408 square feet and it includes 6 faculty offices, and 2 spaces for graduate students and/or smaller labs, as well as 7 hoteling spaces. The space should be very attractive and modern with ample lighting throughout. Currently, the plan for the technical lab is to support the DoE Industrial Assessment Center (IAC). Also, it is anticipated that some of the office assignments would include faculty members who participate in the IAC from the Department of Engineering Technology. Some of the initial graduate student space will likely be assigned to graduate students from the Department of Mechanical Engineering, who are currently supporting an active R01 NIH grant and who currently occupy space in ET 314. The renovation is planned for the summer of 2013, but the schedule is still tentative subject to final cost and contractor selection.

From: Lewis, David W. **Sent:** Monday, November 19, 2012 4:25 PM **To:** Windsor, L. Jack; Wittberg, Patricia A **Cc:** Rhodes, Simon J; Russomanno, David J; Paydar, Nasser H.; Palmer, Kristi Lenee; IN-ULIB-DEANS' LIST **Subject:** FW: Open Access and Purdue University System

All – See the message below from Jim Mullins, the dean of libraries at Purdue. I believe that the policy that they have proposed is a sound one and would in general support something of this sort for IUPUI. However, I do not view the IUPUI libraries as part of Purdue so I am unsure what action, if any, on our part is appropriate. I would welcome advice from those better versed in our relationship with Purdue than I.

David

David W. Lewis Dean of the IUPUI University Library IU Assistant Vice President for Digital Scholarly Communication dlewis@iupui.edu 317-274-0493

From: <Mullins>, "James L." <jmullins@purdue.edu> **Date:** Monday, November 19, 2012 4:13 PM **To:** "'guerrero@purduecal.edu'" <guerrero@purduecal.edu>, "Frank Cervone (fcervone@purduecal.edu)" <fcervone@purduecal.edu>, "TRUESDELL, CHERYL" <truesdel@ipfw.edu>, "'kjohnson@pnc.edu'" <kjohnson@pnc.edu>, David Lewis <dlewis@iupui.edu> **Cc:** "Emmett, Laura A" <lemmett@purdue.edu>, "Morris Levy (levy0@purdue.edu)" <levy0@purdue.edu>, "McNeil, Mary E" <memcneil@purdue.edu>, "Mullins, James L." <jmullins@purdue.edu>, "Rollock, Alysa C." <acrollock@purdue.edu> **Subject:** Open Access and Purdue University System

Dear Colleagues:

This noon Ada Emmett, visiting associate professor of library science and special assistant to the dean for scholarly communication, and I met with the Intercampus Faculty Council at its meeting here in West Lafayette. We were invited to do so by Morris Levy, past-president of the University Senate, and chair of the Intercampus Faculty Council to discuss the Open Access resolution passed by the University Faculty Council on January 23rd, 2012. We were advised to bring this to the attention of Intercampus Council by Vice President Alysa Rollock and through it, the faculty senates on each of the campuses to determine whether each campus wished to adopt the resolution and ultimately the policy once promulgated by the University administration on the deposit of research articles into an open access digital repository. Vice-President Rollock requested that we bring this to each campus for its review and adoption if it so chose. Below is the resolution as it was passed unanimously by the University Senate:

The University Resources Policy Committee recommends that Purdue University adopt a policy that advances and supports deposit to the Purdue e-Pubs digital repository all scholarly articles published by Purdue faculty, thereby enabling open access in addition to and beyond the published, citable article. University Senate Document 11-3, 21 November 2011. University Open Access Policy. Motion made by Professor A. Paul Schwab, seconded by Professor Alan Beck. Passed by unanimous voice vote. January 23, 2012.

At the meeting today, it was decided that I would bring this action to the attention of the dean/director/head of the Purdue Libraries at IPFW, PUC, PNC, and IUPUI campuses and for you to follow-up with the leaders of your faculty senate. You may want to follow the same process as we did in West Lafayette, and that is, discussed by the University Library Committee, forwarded as a recommendation to the University Resources Policy Committee (to which the ULC reports) and then as a motion to the University Senate. Obviously all of your campus representatives had the opportunity to discuss and to vote on the measure at the University Senate meeting, but it appears that it would be desirable to bring this up for a vote (or at least a discussion) at the faculty senate on each of the campuses.

The importance of this action is due to the need to revise the Intellectual Property section of University Policies. University policies apply to all Purdue University faculty. An individual campus could opt out of this policy, and the Policy Document would just list the campuses to which this does or does not apply. I am attaching a PPT slide presentation that Beth McNeil, associate dean for academic affairs, presented at the University Senate last year, if you have questions, or comments, please do not hesitate to contact me, Ada Emmett (lemmett@purdue.edu) or Beth McNeil (memcneil@purdue.edu).

Best regards,

Jim

James L. Mullins, PhD
Dean of Libraries and
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Associate Dean's Report

Wanda Worley presented the following report. The Associate Dean's Report can be found under Attachment 1 at the end of this report.

Low Enrolling and Waitlisted Sections:

Worley reminded faculty to make sure to monitor low enrolling and waitlisted classes. For waitlisted courses, if you can open a new section and find an instructor, please do so. When to cancel classes is always a tricky item; some students wait until the last moment, but you need to cancel in time for students to find another course. Each department knows what works best time wise in cancellation decisions.

Fall 2012 Student Course Evaluation Response Rates:

Fall course evaluation response rates were slightly down from last fall; last fall, the rate was 49.35%, and this fall the response rate was 44.78%.

New Minor in Electrical and Computer Engineering:

The Academic Policies and Procedures Committee (APPC) approved a new minor in Electrical and Computer Engineering (ECE) during their December 7 meeting. The minor will consist of 21 credits and gives students who are not in ECE an opportunity to gain fundamental knowledge in the field of Electrical and Computer Engineering. The minor was encouraged by the School of Science for their students who had an interest in this area.

Process for New Degree, Minors, Certificates, Name Change for Academic Unit or Program:

Included in this report is a link to bookmark, which gives the process for developing new degrees, minors, and certificates, as well as changing the name of an academic unit or program. The Dean's office receives a lot of questions on these issues and this link gives you the step by step process for these items.

PERC (Post Enrollment Requirement Checking):

The Registrar is starting a new automated process called PERC (Post Enrollment Requirement Checking). Once grades have been posted and students register for the following semester, PERC will allow the Registrar to identify students who have enrolled in courses in which they do not have the pre-requisites. The system will then notify the student to advise them the course will be dropped from their schedule and also notifies them after the course has been dropped. This is currently in the pilot stage with the Math Department. If a department is interested in getting involved for fall 2013, please look at the information attached to my report. All of the pre-requisites and stipulations must be in the SIS system at campus level in order for the system to work accurately.

On-Time Graduation Award Program:

For the first time in history, student loan debt has surpassed the credit card debt at $1 trillion nationwide; IU has started a new program to try to help students in this regard. Basically, the program looks at students at the end of their sophomore year, and if the student is in good standing and on track to graduate in four years, those students will receive financial awards during their final two years that will offset any increase in tuition or university-imposed fees they would otherwise be required to pay. This program will begin fall 2013 and is available to all undergraduate students across all seven IU campuses in the state. There is a link for more information in the attached report.

Dr. Russomanno noted that in the Dean's meeting with Executive Vice Chancellor Paydar there has been a lot of discussion and questioning the meaning of "on track toward degree." This would be very complicated to assess whether or not a student is on schedule to graduate in four years. Therefore, Dr. Russomanno's understanding as conveyed by Dr. Paydar is that this will be a very simple implementation. Guidelines are as follows:

1) Will only apply to first time students who started on an IU campus; this program will not be applicable to transfer students.
2) Implemented after sophomore year if student has accumulated at least 60 credit hours.
3) Junior year student must complete 30 credits before eligible to receive the supplement to keep the tuition rate stable.
4) Senior year student must complete 30 credits also.

There are no GPA requirements, but there is the "good standing" policy. Dr. Russomanno believes this will be a broad policy in terms of defining "good standing" for a student. Dr. Russomanno believes this pertains to both resident and non-resident students, but is not sure. Karen Afrey believes there will also be questions regarding students who come to IUPUI as first time students but with college credit from another university as part of a dual enrollment.

Dr. Russomanno noted there is still some uncertainty with these details. There are concerns expressed by various deans. In the pilot stage, various schools will be held harmless in terms of the revenue impact. However, if schools do a good job and get their students out in four years, they will receive less revenue. The Dean's expressed their opinion stating they would have liked more discussion prior to putting this plan in place.

IUPUI Wireless Upgrade:

IUPUI is being upgraded to a new wireless system. Both SL and ET have been upgraded; if you have any wireless issues, contact Jim Kippenbrock, jkippenb@iupui.edu.

International Programs Task Force Update:

The International Program Task Force will be surveying all faculty in the school in January. If you have any opinions or thoughts regarding international activities in the School, please contact Wanda Worley, wworley@iupui.edu.

MOOCs (Massive Open Online Course):

On November 9, Worley attended the Advancing Learning with Technology Symposium sponsored by The Center for Teaching and Learning. The keynote speaker was Dr. Andrew Ng, Associate Professor of Computer Science at Stanford University and co-founder of Coursera. This presentation was delivered through live video conference. The link is attached to this report. If you are interested in MOOCs, Worley noted the presentation was very interesting and enlightening, on how a MOOC can work. Mark Bannatyne advised there was a report on Dr. Ng on CNN recently also.

Discussion:

Roberta Lindsey noted for the PERC process that some students are approved by an instructor to take a course overriding the pre-requisites. Worley noted anything pertaining to the course would need to be added to SIS. At this time you can opt to participate in the program, but later all courses may be included in this process.

Lindsey also noted that if you are interested in MOOCs you can talk to Tom Janke in the Center for Teaching and Learning. He is a representative on campus to help faculty put together MOOCs. Lindsey noted that Tom Janke has helped a few instructors in the Music and Arts Technology department. There is one interesting little problem – if the student really enjoys the class and decides to take the class for credit, all of these details have not been worked out by the university. Most of the MOOCs are 8-week classes, and require graduate student assistance or additional help because the department is trying to get 2-10,000 students in the class, which means there will be a lot of emails/questions.

Dr. Russomanno advised there is an initiative that is going on right now regarding MOOCs. Ali Jafari in the Cyberlab and Executive Vice Chancellor Paydar are currently working on this issue, with regard to students in a MOOC who decide to take the course for credit. Dr. Paydar is developing a detailed flow chart for this process. The paradigm is that the MOOC courses would be in sync with the credit bearing version of the course, and at some point during the semester the student could push a button in the MOOC version of the course and there would be a process to get the student registered/admitted to take the course for credit. This is a revenue model that Dr. Paydar is working on. The school is also providing some support to the Cyberlab for academic specialists to help our faculty explore using MOOCs as well as CourseNetworking for their online courses. Dr. Russomanno encouraged faculty to contact Ali Jafari if they see an opportunity to offer a MOOC, especially if they feel it can lead to a credit bearing course.

Associate Dean for Research and Graduate Programs

Razi Nalim was unable to attend the Faculty Senate meeting. Mark Bannatyne read Razi Nalim's report as noted below.

Research

1) External awards contracted for the first quarter of this fiscal year with PI at the School total **$ 3.61M for 22 awards as of November 30**. This achievement in a difficult funding year is creditable, though lagging the previous year's pace. Year to date, 77 proposals were submitted requesting $11.3M.
2) For proposals due in January, investigators are reminded to contact Angie Kelly early enough to avoid any delays due to the closing of offices during the holidays.

<u>Graduate Programs</u>

1) The Purdue Graduate School approved two new certificate programs last month, which were submitted by the Department of Mechanical Engineering.
   a) Energy Management and Assessment
   b) Hybrid Electric Vehicle Technology

Budgetary Affairs Committee – No Report

Computing Resources Committee (CRC) – No Report

Constitution and Bylaws Committee – No Report

Graduate Education Committee

John Schild presented the following report.

Process for Preparing and Submitting Purdue Graduate New Course Requests

Dr. Nalim's office provided a guideline for the school for those departments interested in preparing new graduate course/graduate course numbers. The document is attached to this report and can also be found under G:\COMMON\-Senate documents CURRENT\AY 2012-2013\December 2012.

There are about 60 steps. There is quite a process of approvals and forms, which can take over one year. Valerie Lim-Diemer prepared the document, which will also be available on the Graduate website. Schild advised faculty to share this information with their faculty.

Proposal for Graduate Certificate in Human Resource Development

TLC presented a proposal for a graduate certificate in Human Resource Development. The proposal document was reviewed by the Graduate Education Committee and some suggestions and edits were presented to TLC. The senate does not approve graduate certificates/courses; however, the Graduate Education Committee presents the information for discussion. Charlie Feldhaus was present for any questions; Faculty Senate did not have any questions/comments. Faculty Senate supports the certificate as presented.

GEMS (Graduate Education Management System)

CNC has been helping the school and Graduate office with this system. The database is large. A subset of the database will be provided to individual graduate committees, which will be a seamless way to review the documents of the applicants, and review the applicants before the complete application package is submitted. John Schild advised the Graduate Education committees may be able to jump ahead and review the applicants; for example if you find a really good student you can contact the student and encourage him or her to submit their complete application in a timely manner. You can use GEMS as a tool to bring in more highly skilled students into your program.

Dr. Nalim, GEM representatives, and others will be meeting with individual graduate education committees to go over the GEM system. The database can be tailored to help with the application review process. The advantages are becoming more apparent when looking over the system; Karen Alfrey noted that this system would be good when she is providing teaching assistantships or hourly assignments for graduate students. Alfrey can look at past grades to know whether a student would be a good lab assistant in a certain area, for example.

Schild encouraged faculty to ask their Graduate Education committee chair about the GEM systems, and become as involved as you want. The system will not be open to the whole school, but will be available to certain groups.

Grievance Board – No Report

Faculty Affairs Committee – No Report

Nominations – No Report

Resource Policy Committee – No Report

Student Affairs Committee – No Report

Pay Fox advised she does attend Student Council meetings and there have not been any issues at this time.

Undergraduate Education Committee

Nancy Lamm reported on the following items from the Undergraduate Education Committee.

ECET New Course Request
        ECET 48400 Emerging Information, Communication, and Technologies

There were discussions between CIT and ECET faculty regarding this new course; all are in agreement.

ECET Course Change Requests
        ECET 11600 Electrical Circuits (*change from 4 to 3 credit hours, not variable*)
        ECET 30200 Introduction to Control Systems
        ECET 30900 Advanced Embedded Microcontrollers
        ECET 33100 Generation and Transmission of Electrical Power
        ECET 35100 Instrumentation Applications for Technology
        ECET 37100 Automation, Instrumentation, and Process Control
        ECET 38100 Electrical Distribution Systems
        ECET 43400 Embedded Systems Programming

All of these courses are offered elsewhere at other Purdue campuses and they are all electives in our ECET program. The course change requests are to change from 4 credit hour courses to variable 3-4 credit hour courses with accompanying reduction in lecture contact time. Elaine Cooney attended the Undergraduate Education meeting and explained that it is the norm for elective courses to be 3 credit hour courses. Cooney contacted Lauren Duncan, Purdue University Catalog Coordinator, and she suggested the variable credit hour solution. We plan to offer them as 3 credit hour courses, but other campuses may still want to offer them as 4 credit hour courses. Lauren Duncan suggested the variable credit solution

rather than new course numbers. After lengthy discussion to understand this issue the Undergraduate Education Committee approved these courses. The published course descriptions and learning objectives for these courses will all remain the same. The topics will all be covered that are currently in the course descriptions, but there will be less lecture time spent on these courses; laboratory time will remain the same.

Faculty Senate unanimously approved the ECET 48400 new course request.

Faculty Senate unanimously approved the ECET 11600, 30200, 30900, 33100, 35100, 37100, 38100, and 43400 course change requests.

Motorsports Course Change Requests
        MSTE 29900 Motorsports Engineering Directed Study
        MSTE 49900 Motorsports Engineering Special Topics

The course change will allow these to be variable title courses; currently they are not.

Faculty Senate unanimously approved the MSTE 29900 and MSTE 49900 course change requests.

Music New Course Requests

        MUS-B130 Trombone Elect/Secondary
        MUS-B150 Tuba Elect/Secondary
        MUS-B 430 Trombone Undergraduate Major
        MUS-B 450 Tuba Undergraduate Major
        MUS-S 130 Cello Elect/Secondary
        MUS-S 140 Double Bass Elect/Secondary
        MUS-S 430 Cello Undergraduate Major
        MUS-S 440 Double Bass Undergraduate Major
        MUS-W120 Oboe/Eng Horn Elect/Secondary
        MUS-W 130 Clarinet Elect/Secondary
        MUS-W 140 Bassoon Elect/Secondary
        MUS-W420 Oboe/Eng Horn Undergraduate Major
        MUS-W 430 Clarinet Undergraduate Major
        MUS-W 440 Bassoon Undergraduate Major

These are all music lesson courses, and they are grouped under "B" for brass, "S" for string, and "W" for wind instruments. The 100 level courses are lessons for minors; the 400 level courses are for majors. These are all new course requests and MAT submitted IU forms only since they are an IU program. The assessment forms were not submitted either; however, the objectives for PULs are listed on the IU form.

Music Course Change Request (title change)
        MUS-Z301 History of Rock Music 70's and 80's

Faculty Senate unanimously approved the MUS-B 130, 150, 430, and 450 courses; MUS-S 130, 140, 430, and 440 courses; and MUS-W 120, 130, 140, 420, 430, and 440 new course requests.

The information for the new courses and course changes noted above can also be found under: G:\COMMON\NEW_COURSES_UNDERGRADUATE\YR2012-13\November 2012.

Faculty Senate unanimously approved the MUS-Z301 course change request.

Policy on Incomplete Grades

Last May the Undergraduate Education Committee presented an updated policy on Incomplete Grades, along with an Incomplete form, as an information item. It was found necessary to emphasize the Incomplete Grade Policy because too many incompletes were being granted without proper documentation. During the May meeting the Incomplete Policy was not voted on. Lamm read through policy during the Faculty Senate meeting. Lamm noted that an additional part of the previous policy is that effective fall 2012 all undergraduate, masters, and certificate students graduating from the Purdue School of Engineering and Technology must have all Incompletes (I, IX, and R grades) completed before their degree or certificate is awarded. However, Wanda Worley advised the Undergraduate Education committee that the chairs discussed this policy and did not mind if the student had an I, IX or R grade on their transcript if those courses did not pertain to their degree/certificate requirements. Therefore, this part of the policy has been removed. If the course pertains to the degree then the I, IX, or R grade will need to be removed. The committee felt the policy should be presented to Faculty Senate for a vote. The final Incomplete Grade policy can be found at the end of this report.

Joy Starks questioned if the "I" would turn into a "F" after the graduation; Wanda Worley advised the transcript is frozen once the degree is awarded so it will stay as an "I" grade.

Dr. Russomanno advised there was fairly extensive conversation with the chairs and deans regarding this issue, and the overwhelming consensus was that we value timely graduation and if the student has met all the requirements for his or her degree we should graduate the student.

Marj Rush Hovde motioned to present the policy to her faculty and then bring to a vote during the next Faculty Senate meeting. Wanda Worley noted this could affect a couple students for December graduation. The motion was not seconded; Faculty Senate voted on the policy during this meeting.

A motion was made and Faculty Senate approved the Incomplete Grade policy as submitted. The final Incomplete Grade policy can be found at the end of this report.

Votes are noted:

Yes - 14
No - 0
Abstaining - 2

IUPUI Faculty Council

Mark Bannatyne advised he and Karen Alfrey attended the IUPUI Faculty Council on December 4, 2012.

- There was a memorial resolution for Dr. Marchusa Huff from the School of Nursing.

- Chancellor gave an update for the Dean's searches for the schools of Medicine, Law, and Public Health. They are ongoing.

- The Conference Center is now officially closed.

- Ken Durgans, Vice Chancellor for Diversity, Equity and Inclusion has resigned. There will be a search for this position.

- Chancellor advised he attended a workshop for Northwestern's Administration. The discussion centered around the online course industry. The entire workshop dealt with items such as providing resources, how you can check against plagiarism and cheating.

- There was some information presented regarding early textbook adoption. The bookstore would like to receive book orders by March 5, 2013 for fall 2013 semester; and receive orders by October 5, for spring 2014 semester. There were a few staff council representatives noting that by presenting book orders in a timely manner this gives the bookstore a chance to find books at a good price, and also allows students the same opportunity.

- There were some updates on strategic planning for the campus and what IUPUI will look like by 2025. The IUPUI Staff Council also made comments that they want to recruit and maintain quality staff and some of the plans they are putting in place to keep staff here, and they wish to make IUPUI a destination employer.

- Trudy Banta gave a short wrap-up on the accreditation process and our campus went through without one negative comment.

Parking Information

There was an extensive resolution regarding the privatization of parking. It was resolved that whatever committee is formed to review this will maintain transparency, remain sensitive to the differences in parking requirements between IUPUI and IUB, and recognize the significant change represented by privatizing parking. The IUPUI Staff Council is concerned about this change because they estimate that 60 staff members will lose their jobs if this goes to a private endeavor.

Dr. Russomanno presented a little more information regarding the parking issues. The Vice Chancellor advised Dr. Russomanno and others that parking will go up whether it stays within the university or outsourced. This should not be a factor in terms of a pro or con regarding privatization. Another comment that was made what is being looked for here is the opportunity to generate revenue for a true transformational change that would be proportional in length to the term of this agreement. For example, money may allow building that will impact the students right away that may not happen otherwise. The campus would possibly receive about $100M if they go to privatization in parking. The Dean also advised this is also a highly emotional issue, much more than people would have realized. Therefore, it is imperative that the upper administration share information with all faculty and staff, including a power point presentation that would present some of the issues discussed at the meeting.

Paul Salama asked if there was any discussion as to why parking costs keep rising. Dr. Russomanno advised there was no specific discussion regarding parking costs, but believes it is more of a factor on this campus than the Bloomington campus.

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

Purdue Intercampus Faculty

Marj Rush Hovde advised the Purdue Intercampus Faculty met on November 19, 2012, in West Lafayette.

Proposed Purdue System Plan

The Intercampus Faculty Council has been around for a long time, but some of the upper level West Lafayette administrators are trying to get a committee together to create a plan; apparently unaware that the IFC existed. This is an ongoing issue.

Open Access for Scholarly Articles

Marj Rush Hovde advised from what she gathered it is still in the early stages and more details need to be worked out. One issue is that if you publish an article in a journal then you have to get permission from the journal to make that article appear in the database. Apparently IPFW has something like this, but they do not link to the actual article. The information simply states that the faculty published an article and where it is published. This proposal would link to the article. The open access for scholarly articles will increase visibility of the university and faculty, and in turn help with various school rankings, etc. Hovde is not sure if IU is using this system or not.

Miscellaneous

The future president of Purdue questioned why there were two Purdue campuses just 40 miles apart. This is now open for discussion.

IFC has not met at the IUPUI campus for a long time. Jeff Watt and Marj Rush Hovde would like to propose that IUPUI host an IFC meeting in January/February 2013. Hovde asked if they should invite the IFC to campus on a day when we have Faculty Senate. Hovde also noted that Friday may be a better day to host a meeting, and invite faculty to attend. Mark Bannatyne advised Rush Hovde to look into hosting a meeting and report back to Faculty Senate.

Purdue Faculty Senate

Marj Rush Hovde advised Purdue Faculty Senate also met on November 19, 2012, in West Lafayette.

The current chair, President of Purdue Senate, Paul Robinson, is continuing his campaign to make sure that administration uses money and power responsibly. He apparently got in touch with national publications and discussed the Purdue administration.

There was another presentation, regarding Blackboard Learn vs. Oncourse. Purdue uses Blackboard. Blackboard is buying up other competitors and has 50-55% of the market. There were functionality issues with the Blackboard system recently. Hovde did learn that Oncourse days are numbered. Faculty should be aware of this, may be gone in 5-10 years. Erich Bauer from Center for Teaching and Learning also advised Oncourse will go away eventually, but should then offer a better program.

There was a COACHE survey, Collaboration on Academic Careers in Higher Education from the Harvard Graduate School of Education to find out how satisfied faculty are. This survey was only presented at the Purdue University West Lafayette; the survey was too expensive to offer at the regional campuses. They found out that full and assistant professors are the happiest.

There was a report on trimesters at Purdue, which will probably not happen at the regional campuses, but may be offered at Purdue in the future.

New Business

Mark Bannatyne will invite John Mainella to present information on the new school website in February.

The meeting ended at 12:10 p.m. The next Faculty Senate meeting will be Tuesday, February 12, 2013, 11:00 a.m. in SL 165.

Attachment 1:   Faculty Senate Report from Associate Dean for Academic Affairs and Undergraduate Programs

Faculty Senate Report from Associate Dean for
Academic Affairs and Undergraduate Programs
December 11, 2012

Submitted by Wanda L. Worley

1. **LOW-ENROLLING AND WAITLISTED SECTIONS**
    - Monitor low-enrolling and waitlisted sections.
        - Add sections if the waitlist calls for them.
        - Cancel low enrolling classes as needed.

2. **FALL 2012 STUDENT COURSE EVALUATION RESPONSE RATES BY DEPARTMENT**

Department	Number of Students	Number of Evaluations	Response Rates
BME	319	208	65.2%
CIGT	2296	1046	45.56%
Deans	1411	765	54.22%
ECE	1028	350	34.05%
ENT	2930	1391	47.47%
MAT	1640	601	36.65%
ME	1469	640	43.57%
TLC	1523	649	42.61%
Total	**12616**	**5650**	**44.78%**

    This year's overall response rate percentage is slightly down from last year's fall percentage of 49.35%.

3. **NEW MINOR IN ELECTRICAL AND COMPUTER ENGINEERING**
    - The Academic Policies and Procedures Committee (APPC) approved the new minor in Electrical and Computer Engineering (ECE) at its December 7, 2012, meeting.
    - The new minor, consisting of 21 credits, has as its objective "… to provide students in other engineering programs and students in the School of Science with the opportunity to gain fundamental knowledge in the field of Electrical and Computer Engineering (ECE)."

4. An important link to bookmark, which gives the **process for developing new degrees, minors, and certificates, as well as changing the name of an academic unit or program**, is http://registrar.iupui.edu/chairs/degrees.html.

5. **PERC (POST ENROLLMENT REQUIREMENT CHECKING)**
    - In pilot phase, PERC is an automated process that will allow the Registrar to identify – and drop – "students who have failed to meet the prerequisite requirements for a course in which they are registered for an upcoming term."

- System only works accurately IF the academic unit has accurately set up the prerequisites for the course in SIS (for example, completion of another course, class level, GPA requirement).
- Students are notified pre and post the drop.
- PERC is currently being piloted with the Math Department.
- If departments are interested in using PERC for fall 2013, please see the attached document for more information.

6. **ON-TIME GRADUATION AWARD PROGRAM**
   - Student loan debt has surpassed $1 trillion nationwide (even more than credit card debt).
   - IU's On-time Graduation Award Program
     - o Students who reach the end of their sophomore year in good academic standing and who are on-track to graduate in four years will receive financial awards during their final two years that will offset any increase in tuition or university-imposed fees they would otherwise be required to pay.
     - o The pilot program starts in fall 2013 and is available to undergraduate students across all seven IU campuses in the state.
   - For more information, visit http://newsinfo.iu.edu/news/page/normal/23258.html.

7. **IUPUI WIRELESS UPGRADE**
   - IUPUI is being upgraded to a new wireless system.
   - ET and SL buildings have been upgraded; several additional access points have been added to address both weak signal and capacity issues, according to Jim Kippenbrock, director of CNC.
   - Report any signal or capacity issues to Jim at jkippenb@iupui.edu.

8. **INTERNATIONAL PROGRAMS TASK FORCE UPDATE**
   - The task force continues to gather information at the School and Campus level.
   - In January, we will be surveying all faculty in our school.
   - For more information, please contact me at wworley@iupui.edu.

9. **MOOCs (MASSIVE OPEN ONLINE COURSE)**
   - If interested in MOOCs, listen to a recorded version of the Advancing Learning with Technology (ALT) Symposium keynote delivered on November 9, 2012, through live video conference entitled "The Online Revolution: High-Quality Education for Everyone."
   - Dr. Andrew Ng, Associate Professor of Computer Science at Stanford University and a co-founder of Coursera, gave the keynote.
   - Here's the link to the recorded keynote: http://connect.iu.edu/p5oj2noa33l/

PERC PILOT UPDATE – SPRING 2013

WHAT IS IT?

The Post Enrollment Requirement Check ("PERC") functionality allows us to identify – and drop – students who have failed to meet the prerequisite requirements for a course in which they are registered for an upcoming term.   Some departments have been manually completing similar reviews; others have found this too overwhelming. PERC provides an automated process for review and then drop, where appropriate.

WHAT DOES IT REQUIRE?

The PERC process is based on established and accurate enrollment requirement groups (ERGs). ERGs are set up by the academic units on courses and establish what the pre-requisites are for enrollment in that course (*successful completion of another course, certain GPA requirement, certain class level, etc.).*

HOW DOES IT WORK?

After grades have been processed for a term, the PERC process is run which presents a roster of students enrolled in the given class along with whether they did or did not satisfy the established ERG for that class. The PERC roster is reviewed, exceptions highlighted, drops indicated, and then a process is run (currently by the Registrar) to drop those students so selected.

PERC Current Status

2012 – 2013 Academic Year = Pilot Phase initiated at IUPUI

- Fall 2012:   Math Department
- Spring 2013:   One department (MATH), three courses in two different subjects

Security: Specific individuals within departments (as designated by department heads) have been given the ability to run, view, and validate rosters. Registrar staff will still be responsible for the actual drop process.

Notification of students: IUIE reports (still in development) would allow for ability to extract roster data to contact students to notify before and after dropping from the course. If report not available by spring, Registrar will manually develop this list for departments. It has been the practice in the pilot and is expected that students would receive a "pre- and a post-" notification about this process.

Timelines of run and drop: PERC will be RUN only after official grades have been posted for the term. Academic Units will have a short timeline to review, notify students, and then initiate the drop process with the Registrar prior to the start of the following term.

If interested in using PERC for Fall 2013 term, departments must:
1) Establish, review, and update ERGs (Enrollment Requirement Groups) – a.k.a. prerequisites – in the SIS system for Fall 2013 classes.
2) Ensure IU Course Equivalency table is updated and accurate.

PERC will not be able to evaluate eligibility for students based on 'internal' prereqs that are not built into SIS.
Need help with ERGs? Contact Ellen Richey (rrichey@iupui.edu).

U:\Registrar Administrative Staff\PERC\PERC - APPC Update 12.2012.docx

Attachment 2: Incomplete Grade Policy

Incomplete Grades

The grade of Incomplete may be assigned only when a student has successfully completed at least 75% of the work in a course and extenuating circumstances prevent the student from completing the work within the time limits of the course.

Policies and Procedures for I and IX grades for Engineering and Technology Students (GRAD and UGRD):

- Faculty should conform to the Incomplete Policy before giving a student an "I."

- Faculty must fill out the Incomplete Grade Report and have the student sign. It must show what is needed to remove the "I." Faculty must submit these completed and signed forms to the Department Secretary or Department PA.

- Deadline for work must be listed on Incomplete Grade Report. Although a year is allowed by the campus, students should be encouraged to finish the work as soon as possible.

- Incomplete grades will not be converted to "IX" unless there is documented extended illness or military service. This documentation must be presented to the instructor and Recorder prior to requesting the "IX." An appropriate end date for IX grades must be identified at the time of issue.

- GRAD students cannot be given an "IX" per Graduate Office.

- Incomplete grades will NOT be changed to "W" (withdrawal).

- All I and IX grades should be documented in Advising Contacts for future reference.