

**PURDUE SCHOOL OF ENGINEERING AND TECHNOLOGY**  
**Faculty Senate Minutes**  
**December 9, 2008**

Representatives in Attendance: Randy Albright (alternate), Doug Acheson, Ed Berbari, Jie Chen, Stanley Chien, Barb Christe, Elaine Cooney, Mohamed El-Sharkawy, Becky Fitterling, Tom Ho, Stephen Hundley, Connie Justice, Brian King, Roberta Lindsey, Razi Nalim, Peter Orono, David Peters, Rich Pfile (alternate), Fred Rees (alternate), Ken Rennels, Steve Rovnyak, John Schild, Erdogan Sener, Jan Stevens

Guests: Hasan Akay, Cliff Goodwin, Marj Rush Hovde, Dean Yurtseven

Meeting began at 11:05 a.m.

Mohamed asked everyone to look at the agenda for the meeting, the agenda was approved.

Mohamed asked everyone to look at the minutes from the November 2008 meeting. Copies of the minutes are not distributed at the meeting, but can be found at G\COMMON\Senate documents in addition to being distributed to all faculty via the E&T Faculty email at least one week prior to each Faculty Senate meeting. A motion was made to accept the November 2008 minutes; all approved.

**Administrative Report**

**Academic Programs:**

Dr. Yurtseven advised Faculty Senate of the following:

As of this week, our student credit hours for spring 2009 is 0.8% higher than spring 08, and the headcount is 0.1% higher than spring 08 at this time.

**Undergraduate Program Fee:**

Campus has been working to simplify fees that students are charged, there is a proposal at the campus level for schools to blend and simplify fees in one lump sum. The Kelley School of Business and Herron School of Art and Design have blended their fees. Kelley School of Business will charge \$35.00 per credit hour; Herron School of Art and Design will charge \$25.00 per credit hour for their majors.

Dr. Yurtseven advised our school has attempted to blend fees and have submitted a proposal to campus. The proposal suggests all of our majors be charged \$35.00 per credit hour starting 2009 for all of the classes they are enrolled in. This will exclude Music Technology for 2009-10 since they do not have any majors yet. All majors will be included starting Fall 2010, and the ceiling will be 15 credit hours maximum to be charged the fee as practiced by other units on campus. The fee will increase to \$40.00 per credit hour 2010-11 and increase to \$45 per credit hour for 2011-12. The fees will include Music and Arts Technology starting in 2010-11.

This will eliminate all lab fees from all courses, and eliminate all professional practice fees to junior and senior students. The proposal will go to the IU Board of Trustees and Campus Administration for approval.

The school will put together information of how to communicate the new fee structure to our students after it is approved. This charge will be applied to every credit hour the student takes if they are a major, whether it is an English class or CIT class and will apply up to 15 credit hours maximum.

The fee will not apply to University College students since they are not majors. In a given OLS class, for example, majors will pay more for that class than the non-majors.

### **Grants and Contracts:**

Dr. Yurtseven added dates and indirect cost recovery information beginning this month.

Charles Turner (BME): Oregon Health Sciences, Renewal, 9/01/08-8/31/09, ICR \$35,643, Total \$104,853

Charles Turner (BME): University of Delaware, Renewal, 9/01/08-8/31/09, ICR \$52,640, Total \$154,854

Connie Justice (CILT): Purdue University, Renewal, 7/01/2008-6/30/2009, ICR \$0, Total \$29,236

Yaobin Chen (ECE): LHP Software LLC, 10/02/08-1/31/09, ICR \$5,397, Total \$26,154

Akin Ecer (ME): Purdue University, Renewal, 7/01/2008-6/30/2009, ICR \$0, Total \$21,815

Charles Feldhaus (CILT): Indiana Campus Compact, New Service, 10/13/08-8/31/09, ICR \$0, Total \$25,270

Charles Feldhaus (CILT): Indiana Department of Education, New Research, \$8/01/08-5/29/09, ICR \$0, Total \$95,529

### **Faculty News:**

Debra Burns (MAT) has been appointed to serve on the editorial board of the Journal of Music Therapy.

Jian Xie (ME), Andrew Hsu (ME), Lihong Huang (ENG), and Rongrong Chen (ENT) submitted Invention Disclosure to the Office Technology Transfer.

Dave Williamson (CILT) will retire effective Jan 7, 2009, for health reasons.

### **Staff News:**

Tiffany Persson resigned effective November 30, 2008, and the school has initiated a search and screen for her replacement.

Danny King will be the Assistant Director for the New Student Academic Advising Center and the school will begin a search to replace Danny with another PA position for the Department of Electrical and Computer Engineering.

### **Space:**

The life science research space in SL basement and the second floor is still under renovation. ET 201-209 complex for the Department of Engineering Technology should be complete by the end of January. ET

202 renovation should be complete by Summer 1 semester 2009 for classes. Rob Wolter or Mary Anne Black (with Registrar) can advise of the room configuration for ET 202 if you have questions.

The School of Science and our school have begun working on the space planning of the IUPUI Lab Building which may be built either between the ET and SL buildings or south of the LD building. The cost for this building will be capped at \$20M per President McRobbie. The funding mechanisms will be from IUPUI, \$1M cash per year, President McRobbie will give \$1M per year, and the School of Science and School of E&T will donate monies. The building will have a 20 year bond, and it will cost around \$23M.

### **Events:**

CIT hosted CIT Day on November 7<sup>th</sup>; approximately 120 high school students attended the event.

The Dean's Council Reception was held on November 13<sup>th</sup>, at the Woodstock Club with over 100 guests in attendance. MAT faculty members EJ Choe and David Mannell performed.

IUPUI Campus Day was held on November 9<sup>th</sup>, all of our departments and programs were represented. Dr. Yurtseven advised they may reduce the number of tables in the future; the attendance was lower than last year.

The school held an Alumni Lunch at Allison Transmission on November 18<sup>th</sup>. A school report was presented to 18 alums along with a number of Allison Transmission managers.

Tom Ho organized an Indy Startup weekend event December 5-7<sup>th</sup>. This organization is from Boulder, Colorado, people get together to create startup companies. Teams of programmers worked to develop the software to support a unique business idea. The event began at 5:00 p.m. on Friday and ended Sunday evening. To learn more about this event go to [www.indystartup.com](http://www.indystartup.com) and the [Indianapolis Star](#).

CIT hosted the Marion County IT Fair on Friday, December 5<sup>th</sup>. Joy Starks and Eugenia Fernandez worked at the event, along with several IUPUI students who helped. There were 75 students and teachers from 7 different schools in attendance.

The school holiday party will be held on Tuesday, December 16, from 3:30-6:00 p.m. in CE 405.

The Spring 2009 Faculty and Staff Convocation will be held on Wednesday, January 7, 2009 in IT 152. This will be a joint convocation with the School of Science. Speakers will be Purdue University Provost Randy Woodson and Dr. Pratibha Varma-Nelson, Director of Center for Teaching and Learning. There will be a faculty forum in the afternoon, along with a presentation on Oncourse from Erich Bauer.

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

Dr. Akay advised the online course evaluations ended last night, Monday Dec 8, and he distributed participation rate information to Faculty Senate. Dr. Akay noted faculty need to find out from faculty who received higher than 80% response rate how they persuaded their students to complete the surveys. The school needs to increase the participation rate.

Dr. Akay provided a list of more than 200 student names who will be graduating fall 2008. The list was passed around during the meeting. Dr. Akay advised we expect to have 40 AS degrees, 137 BS degrees, 20 Masters, 25 certificates and 1 minor. This number is about 10% higher than fall 2007 graduates; however the fall 2008 numbers are tentative at this time.

Dr. Akay advised there have been ongoing discussions at the campus level to modify the academic calendar. Faculty Council gave a presentation on this item. There are two possible ideas discussed. One is to accommodate “reading days” prior to finals, however, this option does not seem practical because there are only four days for finals in the spring, and this could not be shortened. This idea has been dropped. John Schild questioned giving an exam during the final week of courses, some felt this is allowed if students have known about the assignment or test from the beginning of class. Campus policy requires faculty not to give assignments, projects, or homework during the last week of the semester, so students will have more time to study for final exams. Departments will be urged to comply with this. Hasan believes this policy pertains to undergraduates and graduates.

The other option would be to have a two-day fall break Monday and Tuesday the 9<sup>th</sup> week of the semester. This will probably be implemented fall semester 2010.

Dr. Akay advised the E&T Research Committee Meeting will be held on December 12<sup>th</sup>, 12:00-1:30 p.m. and is open to all faculty. There will be special guests attending this meeting, two staff members, Sherry Oswalt and Angela Reese from the Research Compliance Administration will present IU’s Conflict of Interest Policy and its new implementation. Everyone is invited and lunch will be served. Dr. Akay advised faculty to RSVP to Amanda O’Neill if they are attending. Sherry Oswalt and Angela Reese will also visit the committee next month to discuss the Technology Control Plan Implementation.

Also noted previously by Dr. Yurtseven, there will be an Oncourse workshop presented by Erich Bauer on Assessment. The topic is “Assessment: Making Assignments and Gradebook in Oncourse Work for You.” Dr. Akay distributed a flyer on the presentation and this flyer will also be forwarded to all faculty. The presentation will tentatively be held in ET 014. This workshop will discuss how to use the gradebook and the assessment tools, and discuss powerful assessment strategies. Erich will help faculty individually or go to departments also.

Randy Albright questioned the instructor evaluations and what the criteria was. Randy has some large online courses, and believes they should have been included, but were not. The course was possibly not in the database. There is usually an email sent prior to finalizing the evaluations to make sure all of the courses are listed. Ed Berbari made a suggestion that the Dean’s office should not only notify faculty that evaluations are due, but also notify students. This may help motivate students if they receive an email from the Dean’s office.

In response to Rich Pfile’s question, Hasan advised that a Search and Screen committee has been formed for the Contracts and Grants position.

**A motion was made and Faculty Senate unanimously approved to award degrees to the School of E&T December graduates.**

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

**Faculty Affairs Committee**

Marj Rush Hovde advised the Faculty Affairs Committee is working on the following items.

There was a one subcommittee formed on the Professional Practice Center; Alan Jones, Stephen Hundley, Jack Zecher, and Lauren Christopher, will bring back a plan for Faculty Senate to look over.

There are three other areas the committee is still looking for people to serve on subcommittees.

- 1) Clinical Faculty (define) – Subcommittee should consist of tenured or tenure line faculty to serve on this committee. Clinical faculty needs to be more clearly defined. According to the campus guidelines, clinical faculty to be full time in clinical settings; need to revise guidelines for E&T. The subcommittee will confer with clinical faculty as they begin to make guidelines. The current P&T guidelines do not mention clinical faculty at all; needs to go through the P&T Committee also. Rich Pfile will serve on this subcommittee.
- 2) Peer Review of Teaching – Subcommittee is needed to review and update the previous document from 2002. The document from 2002 does not mention how peer review of online sections should be done. The committee needs to address peer reviews of online courses. Some guidelines for school would like each department to set up a process for peer reviews, and give faculty procedures. There are some resources out there; the English department also has a document on Peer Review and Teaching. Roberta Lindsey advised the FACET Center has a Peer Review DVD. Steve Rovnyak, Roberta Lindsey, and Eugenia Fernandez or Barb Christe (both on FACET) will serve on this subcommittee.
- 3) Course Evaluations – Subcommittee is needed to review and revise the course evaluations. The evaluation process has not been reviewed in a long time. Online course evaluations need to be addressed also. There should be some on the subcommittee who teach online. Randy Albright advised he uses evaluations from the Department of Continuing Studies. Randy Albright will serve on this subcommittee.

Marj advised Faculty Senate that hopefully there will be some items next semester to vote on.

### **Budgetary Affairs Committee**

Cliff Goodwin advised the Budgetary Affairs Committee met on December 4<sup>th</sup>. He presented an oral report to Faculty Senate.

During their December 4<sup>th</sup> meeting most of conversation centered around the technology fees and their effect on enrollment. The technology fee will affect departments who have a large service course commitment to their program. For example, CILT receives 40% of their income from service courses. This changes income a bit, but the school is cautiously optimistic. The committee also discussed how the students will be informed of the issue. Dr. Yurtseven has a plan for this.

The balance sheet is still in revision and the committee will bring it to Faculty Senate when it is complete.

Dr. Yurtseven advised that Campus Administration is predicting there will be a 1.2% cut on state appropriations for next year, and a 3.5% cut for 2010-2011. This will affect everyone's bottom line; fringe benefits.

The President's tax bill will come next year. IU Northwest suffered a lot of flood damage, and the school will be sharing the cost of the damages, and the maintenance costs of Research 3 Building will be also be shared by all units at IUPU. Auxiliary services were profitable this year and that will also be shared.

Dr. Yurtseven suggested what is coming next in the next budget cycle.

### **Graduate Affairs**

Hasan Akay advised the committee is working on submitting block grant proposals; each department is contributing to this proposal.

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

Connie Justice reminded everyone to make sure their department representatives attend the Computing Resources Committee meetings. Connie advised she will bring additional information from the CRC in February. Connie read the list of members, as noted below.

*Computing Resources Committee (2008-2009)*

Connie Justice (chair)

Ken Yoshida

Stephen Kim

Guofeng Wang

Kevin Marshall

Patrick Gee

Ken Rennels

Michael Drews

Bill Lin (ex officio)

**Constitution and Bylaws Committee - No Report**

**Graduate Education Committee – No Report**

**Grievance Board – No Report**

**Nominations Committee - No Report**

**Resource Policy Committee – No Report**

**Student Affairs Committee - No Report**

**Undergraduate Education Committee - No Report**

**IUPUI Faculty Council**

**IUPUI Faculty Council**

Ed Berbari advised IUPUI Faculty Council met on December 2, 2008.

**Comments from the Chancellor include**

IUPUI 40<sup>th</sup> anniversary for campus will be next year. There are resources, etc. available and campus is looking for people with substantial credentials to give presentations or speeches. There will be a kickoff breakfast on January 28<sup>th</sup> and a reception/dinner on January 31<sup>st</sup>.

A Master plan will be presented on December 11<sup>th</sup> and December 12<sup>th</sup>.

Simon Atkinson, President of Faculty Council, will have a town hall meeting to discuss Honors College, on Jan 15<sup>th</sup> and 23<sup>rd</sup>.

The Strategic Planning for UITS is concluding.

The University is hiring a Vice President for Research and will begin a search for this position.

There have been discussions about text book costs from students, this is a continuing issue.

#### Miscellaneous information from IUPUI Faculty Council

Vice Chancellor Karen Whitney gave a presentation on new dorms; campus will be adding 2,300 more beds, 250-500 per phase. The campus is looking for a slightly cheaper model, maybe less space per unit; aiming for fresh and sophomore student housing initially. Campus is hoping to add a dining hall for students living here by fall 2011.

Campus is currently using Candlewood Suites for overflow; may have 250-400 as interim housing. Candlewood Suites is a little far away, and an older building; campus will not buy any of these buildings.

The Senate Undergraduate Student Assembly brought forth the idea for fall break, as noted previously in these minutes.

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

#### **IUPUI Graduate Affairs Committee** - No Report

#### **Purdue Intercampus Faculty** – No Report

#### **Purdue Technology Senate** - No Report

#### **Purdue Faculty Senate** – No Report

#### **Purdue Graduate Council**

Hasan Akay advised course reviews and program reviews, and new technology masters degrees are coming up. Our school has one technology degree, MS in Technology; some technology departments at Purdue are now offering specific discipline titles. Hasan is trying to collect some of these proposals, however, at this time he believes it is still premature for us to do this.

Purdue University may soon choose a Graduate Dean internally. There is currently a search and screen in process for this position. There are three internal candidates being interviewed.

#### **Assessment Committee**

The committee will be looking at and focusing on how we document our assessment findings and how we feed this back into our classes. During the next assessment meeting there will be some presentations from ABET reviewers, and the committee will be calling on each program to present their assessment program on how they close the loop. Each program will be contacted this spring.

#### **Old Business** – No Report

#### **New Business** – No Report

The meeting ended at 12:15 p.m. The next Faculty Senate meeting will be Tuesday, February 10, 2009, 11:00 a.m. in SL 165.



## **Dean's Report for December 9, 2008 Faculty Senate Meeting**

### **Academic Programs**

- Our number of student credit hours is ahead by 0.8% and the student headcount by 0.1% for spring semester 2009 as compared to spring 2008.
- Our school requested approval of “blended and simplified fees” for undergraduate programs for 2009-10 academic year and beyond. The essentials of the proposal are:
  - Undergraduate Program Fee of \$35 per credit hour will be charged to our majors for all the classes they enroll in except Music Technology (MUS) for 2009-10 fiscal year.
  - This fee will be raised to \$40 per credit hour for 2010-11 and it will include Music Technology majors.
  - The fee will be raised to \$45 per credit hour for 2011-12.
  - The ceiling for assessment will be 15 credits as practiced by other units on campus.
  - All laboratory fees and Professional Practice Fees will be eliminated.

### **Grants and Contracts**

- Charles Turner (BME): Oregon Health Sciences, Renewal, “The Function of Neurotransmitters in Bone Biology”, 9/01/08-8/31/09, ICR \$35,643, Total \$104,853
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- Charles Feldhaus (CILT): Indiana Campus Compact, New Service, “Position Description for Ft-AC member for STEM Mentors program”, 10/13/08-8/31/09, ICR \$0, Total \$25,270.
- Charles Feldhaus (CILT): Indiana Dept of Education, New Research, “2008-2009 Professional Development for Workplace Specialist I Certification of Vocational Teachers”, 8/01/08-5/29/09, ICR \$0, Total \$95,529.

### **Faculty News**

- Debra Burns (MAT) has been appointed to serve on the editorial board of Journal of Music Therapy, a tier one journal in music therapy field for over 60 years.
- Jian Xie (ME), Andrew Hsu (ME), Lihong Huang (ENT), and Rongrong Chen (ENT) submitted Invention Disclosure “New Catalyst for Ethanol Autothermal Reforming” to the Office Technology Transfer.
- Dave Williamson announced his retirement effective January 7, 2009 for health reasons.

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- Danny King will be Assistant Director for the New Student Academic Advising Center and the search is underway to replace him with another PA for the Department of Electrical and Computer Engineering.

### **Space**

- Renovation continues for life science research space in SL basement and the second floor. Additional office spaces will be available for the Department of Engineering Technology in ET 201-209 complex after renovation. We also expect that ET 202 renovation will be ready for Summer I semester of 2009 classes.
- The School of Science and our School have started working on the space planning of the IUPUI Lab Building which may be built either between ET and SL Buildings or south of LD Building. It

## **Attachment 1 – Administrative Report from Dr. Yurtseven**

will have classrooms, teaching and research laboratories, student area, meeting rooms, and faculty/staff offices. The funds for the building are capped at \$20M.

### **Events**

- CIT Day attracted large number of high school students on November 7 and the CIT faculty members made demos and presentations to them.
- Dean's Council Reception took place on November 13, 2008 at Woodstock Club with over 100 guests attending. Music and Arts Technology faculty members EJ Choe and David Mannell had musical performance.
- IUPUI Campus Day was held on Sunday, November 9. The attendance was lower than last year. Our school was represented by all programs and departments.
- We held Alumni Lunch at Allison Transmission on November 18, 2008. Eighteen alums and number of Allison Transmission managers attended the luncheon where the report from the school was presented.
- The weekend of December 5-7, 2008 was the Indy Startup weekend, an intense 54 hour event designed to build communities companies and projects. During the fast-paced weekend, teams of programmers will work to develop the software to support a unique business idea. The event was held at our school beginning at 5:00 pm on Friday night, continuing through Sunday. Tom Ho and his CIT team were the primary organizers of the event.
- The School Holiday Party will be held on Tuesday, December 16, from 3:30 to 6:00 pm in CE 405.
- The Spring 2009 Faculty and Staff Convocation will be on Wednesday, January 7, 2009 in IT 152. This will be a joint convocation with the School of Science. The main speaker will be the Purdue University Provost Randy Woodson. We will have Dr. Pratibha Varma-Nelson, Director of Center for Teaching and Learning also make a presentation on the Center. In the afternoon, we will have Faculty Forum, similar to what we had last fall and also an Oncourse presentation by Erich Bauer.