

**Staff Advisory Committee
Purdue School of Engineering and Technology, IUPUI
December 15, 2005**

Representatives in attendance: Carmen Buchanan, Josh Killey, Danny King, Betty Klein, Phyllis Koch, Emil Luca, Sally Manion, Susan Martin, Jane Parr, Anne Rabie, Anne Shepherd, Robin Waldron, Sheila Walter, Oner Yurtseven

The meeting began around 9:00 a.m. and ended around 11:30 a.m.

The minutes were approved by Sally Manion and those in attendance agreed.

Dean's Report

Dr. Yurtseven distributed the Dean's Report for December 15, 2005 to the committee. The Dean spoke briefly about the renovation in the ET building. Gail Shiel is chairing the focus group for the renovation. The committee consists of 3 students, Lisa Jones (represents staff since she is the building coordinator), and some faculty and chairs. Phase I was to empty the basement of the ET building and this is almost done. Phase II needs approval by the IU Board of Trustees in February. Campus will provide funding to our school for the renovation. By this summer the CNC labs in the SL building as well as ET building should move to the basement of the ET building. There will be some renovations on the 3rd floor of the ET building for the CIT department.

Dr. Yurtseven advised the school will have their spring convocation on Wednesday, January 4th, 2006, 10:00-12:00 noon, in IT 152. Two workshops will be offered in the afternoon. There will be SIS Training facilitated by Kelly Keelen and Dave Williamson from 1:00 – 2:30 p.m. and an Oncourse workshop facilitated by Barbara Christe and Wanda Worley from 2:45 - 4:00 p.m. Dr. Yurtseven advised if staff members can think of another workshop they would like to have on January 4th to let him know. At the time the committee could not think of any topics for an additional workshop. Dr. Yurtseven also offered to have a workshop on a different day if there is a need.

The committee for Hasan Akay's Five-year Administrative Review has met once, and they should finish up by the end of April.

Please see the Dean's report at the end of these minutes for complete information on Academic Programs, Faculty and Staff News and Events.

Committee Reports

Staff Council

Sheila distributed the Meeting Summary from the December 7th Staff Council meeting. Discussion continues regarding IUPUI campus being smoke free. No decision has been made at this time. If you would like to have copies of the handout please contact Sheila Walter.

Staff Newsletter

Betty Klein advised the Staff Newsletter committee is working on a newsletter for January; no report at this time.

HOLIDAY EVENTS

Simon Mall Tickets – The sale of the tickets was a success. The school received \$7.00 of the \$10.00 from each ticket sold. The school distributed these funds (along with any additional monies collected from staff/faculty) as follows:

Alexis Frisinger - \$250.00

Ronald McDonald House - \$150.00

Big Brother Big Sisters - \$150.00

NEW BUSINESS

Emil Luca advised the committee about registering your computer. The web address is www.dhcp.iupui.edu. The registration allows support people to know who to contact if a machine has been compromised by a virus or any other intrusion.

Susan and Sheila spoke with Tatiana Kolovou via conference call on Tuesday, December 6th to brainstorm some ideas with her. Tatiana will speak with Dr. Yurtseven about the discussion and speak with Susan and Sheila again on January 3rd regarding possible topic(s) for the January 19, 2006 meeting she will attend.

QUESTIONNAIRE TO EVALUATE CHAIRS AND DIRECTORS

The committee met with Cliff Goodwin to discuss items they feel should be included on the evaluation. **There is a special ET Staff Advisory meeting on Friday, January 13, 9:00-10:30 a.m. in SL 220A to finish the evaluation process. All staff are welcome.**

The next ET Staff Advisory Committee meeting will be on Thursday, January 19th, 2006, lunch meeting, 11:00-1:00 p.m., ET 137. Tatiana Kolovou, Employee & Organizational Development, University Human Resources, Bloomington, will be the speaker and will be reviewing our school, current feelings among staff, etc.

Dean's Report for December 15, 2005 Staff Advisory Committee Meeting

Academic Programs

- Our new degree program proposal, Biomedical Engineering Technology–BS, and a name change for BMET-AS from Biomedical Electronics Technology to Biomedical Engineering Technology will be on the agenda of the Purdue University Board of Trustees this Friday.
- The Spring 2006 faculty and Staff Convocation will be on Wednesday, January 4, 2006 at 10:00 am. Welcome letters to our faculty and staff will go out shortly.
- The Dean of the IU School of Medicine, Dr. Craig Brater, has been appointed as IU Vice President for Life Sciences effective January 2006.

Faculty and Staff News

- Five-year Administrative Review for Hasan Akay was launched by a committee chaired by Rich Pfile. The other members of the review committee are Razi Nalim, Peter Orono, Jose Ramos, Emil Luca, and Guatam Vemuri.
- Theresa Goodwin left our school to be a full-time mother. Search is underway to find her successor. Karen Cochran joined the school as hourly to support the development and external affairs.
- John Schild received \$13,000 for IUPUI Research Support Funds Grant (RSFG) for his proposal "Quantitative Hemodynamic Analysis of Aortic Baroreceptor Function".
- Hazim El-Mounayri received \$20,000 RSFG support for his proposal "A Modern CNC Turning Machine Tool for Developing the Advanced Virtual Manufacturing Lab".
- Yingzi Eliza Du received \$30,000 RSFG support for her proposal, "Robust Iris Recognition".
- Rongrong Chen received \$30,000 RSFG support for her proposal, "Request for Equipment for the Development of Non-Precious Metal Nano Catalysts for Fuel Cell Applications".
- Wei Wang received \$14,850 support from IUPUI International Development Fund (IDF) for his proposal, "Nanotechnology Research and Education Collaboration".
- Andrew Hsu received \$8,000 IDF support for his proposal, "IUPUI Rolls-Royce Collaboration on Sustainability Training".

Events

- Champ Car Series Champion, Sebastien Bourdais, visited our school on November 14 and talk to a large group of students and fans.
- The School Holiday Party will be held on Monday, December 19, 2005 at the University Place Hotel from 4:00 pm until 6:00 pm.