PURDUE SCHOOL OF ENGINEERING AND TECHNOLOGY
Faculty Senate Minutes
September 9, 2014

Representatives in Attendance: Sohel Anwar, Randy Albright, Mark Bannatyne, EJ Choe, Bob Durkin, Mohamed El-Sharkawy, Charlie Feldhaus, Pat Fox, Dave Goodman, Afshin Izadian, Julie Ji, Dan Koo, Sarah Koskie, John Lee, Feng Li, David Mannell, Sungsoo Na, David Nickolich, Chris Rogers, John Schild, Ben Smith (alternate), Likun Zhu

Guests: Doug Acheson, Karen Alfrey, Stephen Hundley, Razi Nalim, Dr. Russomanno, Wanda Worley

Presiding: Joy Starks, President

Meeting began at 11:00 a.m.

Joy Starks asked everyone to look at the agenda for the meeting, and the minutes from the May 2014 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 May 2014 minutes; all approved. The agenda for the September 2014 meeting was approved. Joy Starks welcomed the new members to Faculty Senate.

Dean's Report

Dr. Russomanno presented the following report.

Personnel

1. Tami Tarpley joined E&T as Assistant Dean for Development and External Relations on August 25th. She is attending departmental meetings to learn more about the various programs, faculty expertise, and potential development opportunities. She is also arranging one-on-one meetings within E&T to learn more about our faculty, students, and alumni.

2. Until Tara Ray returns from maternity leave, please regard Courtney Wooton in the dean’s office as the point of contact for requests for disseminating news items, including School website news. Courtney will coordinate with IU Communications and Westcomm Communications for possible broader dissemination as appropriate.

3. Steve Higbee, lecturer in BME, was appointed the formal liaison between E&T and the IUPUI Center for Research and Learning (CRL). Steve joined BME last fall after receiving his Ph.D. in biomedical engineering from Rice. His focus is on enhancing undergraduate research experiences within BME and throughout E&T. He was appointed E&T’s representative to the CRL Advisory Board and he will assist in managing E&T’s ongoing relationship with CRL through MURI.

Space

4. Construction of the new informal student learning spaces in ET is scheduled for completion by September 15th with furniture delivery anticipated by the end of September.
5. Please encourage use of the study rooms in EL (new SELB building). These rooms are along the outer hallway of EL next to LD. All of the study rooms are available on a first come, first serve basis. However, faculty, staff, and students may reserve EL 108 (one of the study rooms), but must contact the EL building coordinator Angel Campbell in the School of Science (274-0631, acampbel@iupui.edu). Students may place signs within a room to “informally” reserve it, with the exception of EL 108. Again, contact Angel for EL 108.

Events

6. The E&T Student Scholarship Golf Classic is on Monday, September 15th at the Broadmoor Country Club. Last year’s outing raised over $15,000 for scholarships for E&T students. Please join us if your schedule permits. Contact Courtney for RSVP details.

7. E&T Alumni Association event around the Regatta is on September 20th to cheer on our E&T teams and enjoy a lunch planned for alumni, family, and friends. Contact Courtney for RSVP details.

Discussion

Sarah Koskie questioned the hours of availability for the study rooms in EL; Dr. Russomanno advised the rooms are available whenever the building is open, on a first come first serve basis.

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.

Credit hours are up based on last year figures for the census data. This is based on the first day after 100% refund. Currently we have 683 credit hours more than reported at the same time last fall, which is a 2.1% increase. Campus is up 2.86% in credit hours.

Worley noted she has included two links in her report that she thinks everyone should have bookmarked. One link is for the academic calendar and one is resources for faculty, which is very informative. The link for faculty resources is especially useful for new faculty.

RISE Update - There have been some slight changes this year. If you have a course that you would like designated as fulfilling one of the RISE components, you need to send the request through the normal channels: This would go through the Undergraduate Education Committee, then Faculty Senate, and then the Registrar. If you are teaching a RISE course, one of the changes also is that starting this semester on the final grade roster you will have a place to click whether that student has fulfilled the requirements for the RISE part of the class. Also, another new item this semester is that a notation after each class at the end of each semester will be noted on the official transcript. For example, if the student fulfilled a research component of RISE, then it would say under the class “Faculty Mentored Research” so the RISE designation is noted on the class each semester. Another new item is that one section of a course can be a RISE section, but not all the sections must be RISE. For example, if TCM offers 10 sections of TCM 32000, only one of those sections may fulfill the RISE requirement.

Enrollment - No one should be sitting in your class unless they are officially enrolled after the 100% refund date. The student needs to be officially enrolled in the course, there to finish an Incomplete, or there to audit the course. One-time visitors are also acceptable on an exception basis.
A brief reminder that the General Education Common Core is still a huge part of our lives; there will be another review in November. If you have any classes that you would like to submit to be included in the Common Core, you need to be thinking about that now to gather the documentation for the course. The link to the Common Core is included in Worley’s report. This Common Core is housed on the University College website and Worley encouraged all departments to refer to that link on department websites instead of trying to keep a list of the Common Core courses on the department website. The Common Core list changes every year, which makes keeping it updated challenging.

As John Schild referred to, we are undergoing an Advising Program Review. The team will be here on September 29 and 30. The team will be housed in SL165 during that time. We have a good team: There are two people from out of state. One person is an associate professor at Old Dominion University in Norfolk, Virginia, from the Department of Engineering and Technology, and the other person is an academic advisor from the College of Engineering at the University of Houston, Houston, Texas. We also have Cynthia Munerol, a DIAC member and a community representative. Cynthia is a retired area manager for AT&T. Cathy Buyarski, a campus representative outside of our school, who is the Executive Assistant Dean for University College, is also on the team. Terri Talbert-Hatch will serve as a neutral School representative. This team will be having conversations with department faculty advisors, department staff advisors, the New Student Academic Advising Center advisors, and students. If you have any students you would like to recommend participating in this review, please send Wanda an email.

Reminders

Worley reminded Faculty Senate that our school started an Honors program this fall; we currently have 6 who fulfill the requirements. There are 4 students from Biomedical Engineering, 1 is from Motorsports, and 1 is from Electrical Engineering. They consist of 3 sophomores and 3 juniors. The juniors will have a tough time getting the honors notation on their transcript because they have only 4 semesters to complete the requirements. They have to take 6 credits each semester because they have to have a total of 24 credits in honors and 12 of those 24 credits must be in the major. The requirement is a 3.5 GPA to qualify for Honors and the students we have range from 3.54-3.969. We have a good group to start with.

Worley noted we are also piloting Blue, a new course evaluation system that is electronic and will be system-wide. Worley is looking for faculty willing to be in the pilot study this semester. If you teach in Canvas, the Blue interface works very well in Canvas, but not as well in Oncourse. If you are teaching in Canvas and you would like to be part of the pilot, send Wanda Worley an email to let her know.

The APPC (Academic Policies and Procedures Committee) asked that we discuss the following information on the bulletin in our school. Worley asked that Faculty Senate members discuss the topic in their departments and let her know department thoughts. We are one of only two IU campuses that actually publishes a bulletin and has it fixed for two years. IU Southeast is the other campus that does this. On the APPC agenda in this month’s meeting, the Registrar discussed the idea of going to a bulletin that will be updated yearly that would include only the policies and procedures that are general and apply to everyone at IUPUI. Then there would be a link to each school, which means the department website would have to house all of the other information that we want students to know, which means we would have to keep it updated. Worley noted updating the bulletin every two years is a large undertaking since so many changes happen in two years. The change would give us the responsibility to keep our courses, policies, and procedures up to date on our website. We would update on a yearly basis, so we could keep an archival system. For example, if a student enters the program fall 2014, they would go by whatever information was noted at that point. Think about this, discuss with your departments, and let Wanda Worley know department feedback, prior to October 1.
**Associate Dean for Research and Graduate Programs**

**Research**

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

As of September 1, for this fiscal year we have $2M awarded, which is very good this early in the year. The largest award so far is $490K for NSF RET. We also had an NSF REU with Feng Li earlier this year. Overall, we have had a good uptake in NSF funding recently.

Nalim advised he has a research forum about once a month; the next one will be on NSF funding. Nalim encouraged faculty to attend. The next meeting will be on Friday, September 19. Nalim advised we also have an NSF interest group that will meet regularly to increase opportunities and awards. Please remind everyone about the new incentive funding for travel to federal labs and to provide some funding from federal labs. Nalim wanted to encourage faculty to take advantage of this.

**Graduate Programs**

John Schild presented the following report.

Schild advised he will be making his monthly pilgrimage to West Lafayette, meeting with associate deans of all Purdue related campuses. The meeting with School representatives from all PUWL graduate programs occurs after this regional campus meeting.

**MS Tech Online Program**

During the next meeting at Purdue, Schild will hand deliver a request for administrative approval for an online offering of our MS Tech degree, which was brought up in March originally. Schild has discussed the MS Tech online offering with the Graduate Education Committee and the Graduate Education Committee for our school and all agreed on the purpose of the program. Schild advised the purpose is specifically not intended to be a national offering from our school. The intent is to augment the existing programs. For example, we could offer a hybrid course to accommodate local and professional students, or those who may need to move out of the area and still want to complete their degree. Another example is to offer the degree completely online, but still a local student. The only exception to this would be concentration areas in a program that have been identified by the graduate program and graduate school and all of the related schools at West Lafayette as a unique graduate program offerings unique to our campus. For example, Facilities Management is offered completely online, and moving in this direction is a Motorsports MS program. Schild advised the school needs to move very carefully and slowly so that everyone from West Lafayette is on board with this strategy. We have a sufficient number of courses with permanent course numbers to request this formal administrative action. Schild advised we mainly need administrative approval to offer the Motorsports MS Tech program online. Consequently, any new course requests should clearly designate the offering as a course only to be offered on the IUPUI campus and online. Schild noted this gives you the flexibility to offer the course as a hybrid, online completely, or face to face. Schild noted this will be reviewed primarily by Dr. Pope at PUWL and then on for additional administrative approval.

Sarah Koskie asked how our Graduate office will handle this, because applications could increase. Schild noted we need these resources; West Lafayette does have a process for this. We hope this will grow further in time. At some time in the future departments may offer their MS Tech completely online but only as a service to local constituents as there is no intention of advertising this beyond our local market.
MS Tech Review

Schild advised the Graduate Programs committee will be managing the upcoming MS Tech review. The dates for the internal review process have been set. Karen Black and Trudy Banta’s office will be involved in this review. The program is going through a similar review under Wanda’s office currently. This will be specifically for the MS Tech degree program and the MS Tech office. Those directly involved are aware of this review; Schild encouraged those who are not directly involved to be aware of this review because a similar review will be done by West Lafayette in the future. West Lafayette has been undergoing a review over the last 4 years. Our review will take place February 25-27, and those involved will receive specific instructions.

Student Affairs Committee – No Report

Budgetary Affairs Committee – No Report

Stephen Hundley advised the Budgetary Affairs Committee will have a report in November. Sherri Alexander will also attend the meeting in case there are any budget questions.

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

Nominations

Doug Acheson advised he updated the Committee list on the G drive; he will update it again. The list can be found at:

G:\COMMON\Senate documents CURRENT\Committee Assignments

Resource Policy Committee – No Report

Undergraduate Education Committee

Karen Alfrey presented the following report.

New Course Request

MUS-N 400 – Multimedia Web Application Development for Musicians

This course was approved by the Undergraduate Education Committee and when it was brought to the Faculty Senate previously CIT was concerned about overlap with their courses. CIT had discussions with MAT and agreed that the course was unique enough to the MAT students, lifting their objections.

Faculty Senate unanimously approved the MUS-N 400 (3 credit hours) new course request.
Course Change Request

CEMT 21500 – Mechanical and Electrical Systems

The only change is a reduction in credit hours from 4 to 3 credit hours for the new 120 hour cap.

**Faculty Senate unanimously approved the CEMT 21500 (3 credit hours) course change request.**

CIT 31000 – Native Android Application Development

This is a course that has previously been taught as a variable title course. This course will be used for a new Mobile Development Certificate. CIT is recycling a course number that was last used as a career planning seminar course, which was last offered over 5 years ago. Mark Bannatyne questioned why the course was not going through the system for a new course number. Alfrey noted that CIT wanted to reuse the existing course number; Bannatyne noted we have a new name, a new course description, and new credit. Alfrey noted that CIT wants to use the number because it was available, and worked for the level of the course. The number scheme may also be a factor in using this particular number. The original course number was owned by this campus. Joy Starks advised the course has been offered as a CIT 49900 quite successfully. The certificate is down the road. Alfrey noted that BME is considering some upcoming programs that will need course numbers; the school prefers that the number is assigned to a course prior to requesting new programs or certificates. Sarah Koskie questioned if there is a policy for retiring a course number. Pat Fox noted it may be 3 semesters if not used then the course number would be available. Starks advised she could try to find out. Alfrey noted she could table this course request and come back next month with some additional answers.

**Faculty Senate approved to table the course change request for CIT 31000, to check on the numbering system.**

Yes table – 10
No table -1
Abstain - 5

*Question*

John Schild advised that BME is seeing a considerable uptick in the number of H Option requests for the Honors program. For example, Steve Higbee in a BME sophomore level course, has 9-10 H Option students. It is impractical to have individual projects, etc. Schild asked if there was any coordination across departments or the school, on how faculty are to manage this. Schild advised they may carry the more talented H option students into a BME 1 and BME 2 sort of course offerings. Alfrey noted there is currently not any formal structure for the H Option requests.

Course documents may be found on our website:

G:\COMMON\NEW_COURSES_UNDERGRADUATE\YR 2014-2015\August 2014.

**IUPUI Faculty Council**

Charlie Feldhaus advised Ed Berbari is Vice President of IUPUI Faculty Council, and ran the meeting. The meeting was on Tuesday, September 2, in CE 450A.

There was a memorial resolution for Jerome Clark, which was touching especially for those from E&T.
Following are remarks from Chancellor Bantz and Becky Porter:

New housing was approved for 700 beds, to be completed by 2016.

Two new Ph.D.’s, one in Informatics and one in Health.

We have invested $325,000 in classrooms and symposia rooms, remodeling campus wide in numerous buildings.

TRIP – (Translating Research Into Practice) – Chancellor Bantz and Sandra Petronio are very involved in TRIP; the annual TRIP showcase is September 17.

Michigan and New York Street are going two way. They will remodel the natatorium and it will be messy. This will be happening soon.

There is discussion regarding IU Medical School and Methodist merging, and the employees and building issues are still being discussed. Charlie did not have any other details.

Student Welfare Initiative – Commitment to students and their welfare. Sexual assault is part of the program and a campaign and education is underway.

The Regatta was discussed briefly by Elizabeth Alexander. There are 150 teams, and the Regatta will be held on September 20.

IUPUI Food Services and Events Services – if you want to have any type of event they will help completely.

There was a first read on a policy “Open Access Policy and Supporting Materials.” Charlie distributed one copy of this draft to Faculty Senate. Jere Odell, Assistant Librarian, University Library, and Angela Bruzzaniti, Chair, Library Affairs Committee, presented the draft. Feldhaus advised there is some controversy over this policy. Essentially, if you decide that you want to post your intellectual work at IU then there are issues of whose work it becomes. There were questions regarding posting to a journal first and then IU, a lot of discussion on this policy. The policy is also on the Faculty Council website.

The ICR Center policy that was championed by David Burr and Simon Atkinson, passed 100%, and essentially research centers are now able to get a 10% return to the center on grants and contracts.

There is a Unizin Consortium, and Stacy Morrone, Associate Vice President for Learning Technologies, noted that Michigan, Florida, IU and Colorado State, are in a consortium to share content, platform, and analytics.

Ed Berbari lead discussion for questions; Feldhaus noted that Mohammed El-Sharkawy was honored for 20 years of service.

State of University Address is October 14 at 1:00 p.m. in Hine Hall, by President McRobbie.

State of Campus Address is November 18, 4:00 p.m. in Hine Hall, by Chancellor Bantz.

Joy Starks questioned where the new dorms will be; Dr. Russomanno advised they will be near the basketball courts near the North Street Garage. They will not have a dining hall, so it has to be close to
the University Tower dining hall. Feldhaus noted that students were concerned about the Campus Center restaurants closing earlier than in the past; they were advised to use the dining hall.

Dr. Russomano advised that the new Eskenazi Health facility has made it clear that a new large hospital is efficient and cost effective. One could speculate that IU Hospital would be closed if Methodist and IU Hospital merge to form a new hospital. If that were to happen the land is owned by Indiana University, and if there were not another purpose for the hospital, it would become property of Indiana University. You could speculate as to what IU/IUPUI would do with this building. As reported in the IBJ, if the new hospital were built on the old Wishard space, there are concerns as to what that would mean to the campus, with regard to the traffic and congestion. IU Health will likely make this decision and IU/IUPUI will go from there.

Joy Starks expressed concern of the safety factors once Michigan and New York become two-way streets; Dr. Russomanno advised it is not only going to be a two way street, but he anticipates that there will be some type of attractive median with various shrubbery, to hopefully create better crossing paths. This is the understanding to make it safer and more pedestrian friendly. Also someone mentioned speed bumps on Michigan Street; Dr. Russomanno noted that the university does not control this; it is up to the city.

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

Purdue Intercampus Faculty Council and Purdue University Senate – No Report

Purdue Intercampus Faculty Council

Purdue University Senate

Old Business

Joy Starks advised the Faculty Senate asked Computer Resources Committee to look at creating a Faculty Senate web page on the E&T website. Jim Kippenbrock advised of security issues during the May Faculty Senate meeting. It seems we can have a website on the school website discussing Faculty Senate meeting dates, constitution, membership, these sort of items, but the E&T website does not have the availability for security for the minutes. There was any discussion regarding the minutes being available to everyone, or leave the minutes out and have a web page. This issue was not solved during the last discussion. Sarah Koskie noted that a while back she had a password protected website for her students. Starks advised we could have something like that but it would not be part of the E&T website. We would need to open the minutes up to the public, or not include them and have a static page, with various links. Mark Bannatyne asked if we were discussing any issues that should not be open to the public. John Schild advised the minutes are public records. Starks will suggest to Computer Resources Committee that we would like to have a Faculty Senate website with our membership, approved minutes, meeting dates, constitution, etc. There was some listing that was needed for ABET at one time. Koskie asked who would maintain the website; Starks advised Sheila Walter could upload the minutes.

New Business

The meeting ended at 12:05 p.m. The next Faculty Senate meeting will be Tuesday, October 14, 2014, 11:00 a.m. in SL 165.
Faculty Senate Report from Associate Dean for Academic Affairs and Undergraduate Programs for September 9, 2014

Submitted by Wanda L. Worley

1. WELCOME TO A NEW SEMESTER

2. ENROLLMENT CENSUS – FALL 2014

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*Data from August 27, 2013  
**Data from September 1, 2014

3. RESOURCES FOR FACULTY
   - Academic Calendar – Fall 2014
     http://registrar.iupui.edu/enrollment/4148/cal4148.html
   - Resources for Faculty: http://registrar.iupui.edu/resources_faculty.html

4. RISE UPDATE (http://registrar.iupui.edu/recorder/RISE_ChallengeDesignations.html)
   - To designate a course as fulfilling a RISE component, you must submit it to the Undergraduate Education Committee and Faculty Senate for approval. Only then can you notify the Registrar’s office to add a RISE class designator.
   - If you are teaching a RISE class, you will be prompted on the final grade roster at the end of the semester to indicate whether a student satisfied the additional RISE requirements.
   - If the RISE requirements are met, a notation will be added to the official transcript showing the student fulfilled a RISE course requirement. For example, if the class is designated as a RISE research class, the notation under the class will read “Faculty-mentored Research.”
   - A section of a course can now be designated as RISE. In other words, TCM may have 10 sections of TCM 32000 and have only one of those sections designated as fulfilling a RISE component.

5. NO CLASS ATTENDANCE UNLESS OFFICIALLY ENROLLED
   - After the 100% refund date, anyone attending class on a regular basis
     o Must be officially enrolled in the class or
     o Making up a prior grade of Incomplete or
     o Enrolled as an auditor.
   - One time visitors may be allowed only on an exception basis
     o Must be approved by instructor
6. BRIEF UPDATE
   • GENERAL EDUCATION COMMON CORE
     o Course proposals may be submitted for review again in November.
     o Common Core list is a living, evolving thing.
     o Use this link for the latest Common Core Course Lists:
       http://uc.iupui.edu/UndergraduateEducation/GeneralEducationCurriculum/GeneralEducationCore.aspx
     o Departments are strongly encouraged to link to the University College Course Lists instead of trying to keep an updated list on their webpages.
       (http://uc.iupui.edu/UndergraduateEducation/GeneralEducationCurriculum/GeneralEducationCore.aspx)

7. CAMPUS ADVISING REVIEW
   • Review team will be September 29 and September 30
     o Housed in SL 165
     o The team:
       ▪ John Hackworth (associate professor, Old Dominion University, department of engineering technology, Norfolk, VA, a representative from out of state)
       ▪ Kenneth Garcia (Academic Advisor, Undergraduate Programs, College of Engineering, University of Houston, Texas, a representative from out of state)
       ▪ Cynthia J. Munerol (a community representative, retired area manager for AT&T, DIAC member)
       ▪ Cathy Buyarski (Executive Assistant Dean, University College, campus representative)
       ▪ Terri Talbert-Hatch (a neutral School representative)
     o The team will be meeting with (1) department faculty advisors, (2) department staff advisors, (3) New Student Academic Advising Center, (4) students
     o I welcome recommendations of students to include.

8. REMINDERS
   • BLUE
     o Piloting this fall
     o Teaching in Canvas? Still recruiting volunteers.

   • Honors Program
     o 6 students
     o 4 BME, 1 MSTE, 1 ECE
     o 3 sophomores / 3 juniors
     o 3.54 – 3.969
Attachment 2: Faculty Senate Report from Associate Dean for Research

**September 2014**

**Research**

1) External awards contracted for this fiscal year to date with PI at the School total $2.0 M as of **September 1**. Largest award was $490K for NSF RET. Year to date, proposals were submitted requesting $2.1M.

2) Strong uptick in NSF funding, including RET, REU, GOALI, MRI. ET research forum on NSF funding on Friday, Sept 19.

3) Encourage colleagues to apply for travel and research incentive funding to work with federal labs.