



ETCS Executive Committee Meeting
November 10, 2016
ET 206

Present: Abdullah Eroglu, Beomjin Kim, Gary Steffen, Kim McDonald, Linda Hite, Manoochehr Zoghi, Mary Jane Casiano, Nashwan Younis

Manoochehr announced that Linda Hite has accepted the early retirement plan. Kim McDonald will be interim chair of OLS for the spring semester.

The meeting was called to order by Manoochehr. The agenda was presented with additions (LTLs and workload updates and enrollment/spring registration) under AOB from Manoochehr. Nashwan made a motion to accept the agenda with additions; all approved.

The October 27, 2016 minutes were reviewed with changes. Kim made a motion to accept the minutes with changes and they were seconded by Gary. All were in favor of approving the minutes.

Announcements and departmental updates:

Gary: The seven-day response was submitted to ABET. The team chair called to say a few concerns were going to be dropped and that the majority will be taken care of in the 30-day response period. Gary will be working with the dean and the faculty about merging the two departments. Manoochehr also contacted ABET about the possibility to sync the ABET visits so that they would happen at the same time instead of going through this three times (last year was CS, this year was Technology, and next year will be Engineering).

Nashwan: Two faculty are close to getting an INMaC project for \$60,000 each at Custom Wheels Engineering – they are Zhuming Bi and Bongsu Kang.

Nash announced that the 2016-17 Featured Faculty Awards Selection Committee has selected two award winners: Donald Mueller and Zhuming Bi. Faculty and students are encouraged to attend this reception next Thursday.

Linda: Ellen Dove will represent OLS at the career week combined with the Doermer School of Business scheduled by Ashley Calderon (Business, Leadership, and Government Policy). Manoochehr would like OLS to also be involved when the other career fair events in ETCS are held such as the Monday lunches with companies. Staffing for LTLs is going on now. Development set up a luncheon for Kim and Linda to meet with a prior alum who wants to donate to their department.

Abdullah: Within this month, ECE will be visiting USSI and will be sharing their plans and look at possible collaborations. A forum is scheduled for students in November to meet with engineering managers from Harris and General Dynamics. We will be discussing another five-year joint program in BSE Systems Engineering, BS Computer Engineering, and Master's Systems Engineering and will be forwarding it for approval. Manoochehr recommended that faculty and students participate in the visits on Fridays that Ashley sets up with industries.

Beomjin: For the 2nd time, CS will host the 28th Modern Artificial Intelligence and Cognitive Science (MAICS) national conference. John Licato and Aleshia Hayes will be co-chairs for this conference in April 2017. The department received a \$10,000 grant from the vice chancellor's office to defray the cost. In

addition, the CS Department will be offering one course (Python Programming About Automation) at the 400 level (to be changed to a 100 level) to be taught by John Licato and for non-majors. There is a need for an applied science course at this level. Eventually it will become a general education course under B4 Science.

Kim: Assessment committee met for the first time yesterday – the next meeting will be at the end of November, after reviewing the assessment reports. There are new banner pictures on our college website (should be at least one picture per department). Manoochehr added that he participated in a college and university meeting to prepare program evaluations along with Kent Johnson. The chairs need to make it an on-going process through their assessment coordinators. Judy is working on the ASEE survey. It will be sent to the chairs for their review.

There was discussion on release time for capstone participation (Senior Design Project) as to whether it should be changed back (no matter the number of members, minimum 2 students = .08) or stay the same to be consistent (4 members=.08; 3 members=.05, 2 members=.04) as was agreed upon last year. This was tabled for future discussion until after we get benchmarking data.

Manoochehr mentioned that further information about the workload and student/faculty ratio information would be coming from the VCAA office.

Finalize the benchmarking rubrics.

Manoochehr indicated we should be looking at the big picture of strategic planning in the spring.

Where are we now?

Where would we like to be in the future?

How will we get there?

How will we measure our programs?

The dean provided benchmarking data for review – space was added to the Others list. There was discussion about what institutions to be considered as the Peer and Aspiring universities. Ira in Institutional Research will be contacted to find out if his office could provide some of this information. Then, the chairs will try to obtain additional data from the websites. And last, a follow up with the department chairs will occur (phone call or email). Manoochehr would like a final list of institutions by next Tuesday. He would like to have this information complete by the beginning of next semester.

The ETCS retreat tentatively scheduled for January 4 will be discussed at the next Executive Committee.

Respectfully submitted:

Mary Jane Casiano, Secretary