

ETCS Executive Committee Meeting
March 26, 2018
ET 206 2:00-4:00 pm

Present: Mary Jane Casiano, Abdullah Eroglu, Beomjin Kim, Kim McDonald, Gordon Schmidt, Gary Steffen,
Nashwan Younis, Manoochehr Zoghi
Guests: Karolyn Smith, Sara Thomas

Dr. Zoghi called the meeting to order. Manoochehr presented the agenda. The following additions were made: 1) Summer teaching contracts, 2) departmental websites, 3) polo shirts for the fall 4) re-cap of the dean's International trip to Morocco, 5) summer bridge program, 6) projects day update, 7) spring convocation, 8) TEDx update by Gordon, and 9) ACTi Tron by Beomjin. The dean made a motion to accept the agenda with these additions. Abdullah accepted the motion and Gordon seconded it. All approved. Dr. Zoghi presented the February 12, 2018 minutes for approval. Beomjin accepted the motion and Gary seconded it. All approved.

From our ETCS Strategic Plan, Karolyn presented a draft for a Professional Advisor. Karolyn asked the chairs to review and to send her any changes. She will send this out again to the chairs. It was recommended that this be brought up for general discussion at the convocation. The SSC, department chairs, and advising committees should determine expectations of how to handle advising.

The first A&R date is April 28, which is a Saturday. The SSC advisors (Karolyn, Sara, and Chris) divided the Departments as follows: Karolyn (Polytechnic, OL), Sara (CME & ECE), Chris (CS). The SSC advisors and the Chairs will share information; the advisors will do the overrides. The chairs offer more information to students than just advising and registration. There will be about 20 students on Saturday plus their parents. ECE and CME will be on the third floor (ECE:311, CME:315). CS will keep current procedure and meet in ET 109; Polytechnic and OL will be in another lab with Karolyn. To be successful, the SSC and the departments' chairs should meet prior to the 28th to determine how the SSC staff can assist in A&R.

Karolyn provided an update on Projects Day. She is collecting information on students and their projects for the Friday, May 4, 12:00-2:00 p.m. Projects Day. Previously Dawn did a students' needs survey (how many students need tables, easels, electricity, etc. She has prepared a flyer but is waiting on Marketing's approval.

Kim sent out College Annual Assessment Report. Everyone is doing some form of assessments but some did not collect too much data this year. Past re-iterations were what changed and what the results were. Is there a way that the college can show this information? The campus-level assessment committee will review the reports this year. Please review and share memos and report with your faculty. This should involve your faculty and be an ongoing process.

Gary went to Ideal which is a "boot camp" to be an ABET Scholar sponsored by ABET. His takeaway was "simplicity" – way too much data is collected. Polytechnic has six very different assessments. He suggested looking at two outcomes each year at the program level. Abdullah recommended having an ABET speaker to do a seminar. The dean mentioned that each department does assessment differently, it would be good to develop a more methodical process for all programs in ETCS.

Nash indicated that the departmental websites were discussed at the faculty meeting and faculty say this is not their job – they need a knowledgeable person who can do this. OL has no one since Sarah left. They did hire someone to work on their website. Barry and Laura assist with Polytechnic and Ben does the CS and center's website. Ben also assists the Dean's office. Dr. Zoghi is meeting with Jerry Lewis and will discuss our websites with him. It would be helpful to get a professional person to do and to maintain the websites. It would be beneficial if we hire a marketing person who can oversee or do websites and maintenance.

The flyer that Kim created looks nice so the dean could take to Morocco. Judy and Kim are looking at re-doing the posters in the hallways. Please send any strong current pictures to Kim (good quality, portrait based). Please notify

Senior Design Groups to use the new Purdue Fort Wayne logo. Use EA/EOU for advertising on job postings. Kim will check with Susan Alderman about promotional pieces on Senior Design Projects in May and for the website.

Gordon attended TEDx Fort Wayne (technology, entertainment, design) at Manchester University on Dupont. There was good interaction amongst the students. Gordon suggested hosting this at our campus.

Over spring break, Melissa Gruys, Ahmed Rachdi provided the way for Manoochehr to go to Morocco with them to talk about engineering needs. They committed with three international universities: USMBA, Uromet University, and International University of Robot. There are partnerships set at all levels. There are also high school students in English Highway, who are ready to come abroad. The next step, the IDEAL Center be ready by summer – Dr. Zoghi proposed to bring 20-50 students here for two weeks. Then our students can be engaged with them through student housing. Gary and Manoocher worked with a university in Spain (near Morocco) on possibly creating a three-way collaboration.

Continuing studies will take care of the summer contracts.

Dr. Zoghi would like all faculty and staff to have polo shirts at the fall convocation 2018. Gary had already started planning to get these for his school. Each department should use the “official” logo for each department. The main thing should be collecting sizes for everybody. Kim is working with Susan on an identity piece for us to use.

Krissy Creager and Carl Drummond indicated that there are 68 students on the borderline to get into engineering or Polytechnic. A summer bridge program (Pathways) may help these students. We could then educate them to get them in pre-engineering. Krissy would be able to provide background on borderline.

AT&T is sponsoring Dr. Chen and Dr. Liu in Indy for a 24-hour event called the IU Hack a thon.

Respectfully submitted,

Mary Jane Casiano, Secretary