

ETCS Executive Committee Meeting
May 7, 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: Rebecca Essig, Yanfei Liu, Scott Moor, Carlos Pomalaza-Raez

Dr. Zoghi called the meeting to order. He motioned to approve the agenda. Additions to the agenda: faculty obligations during summer sessions and the ETCS Fall Convocation. Abdullah moved to approve the agenda with the additions. Nash seconded the agenda and all approved. The dean presented the minutes. The date on the minutes should be April 23, 2018. With this change, Nash moved to accept the minutes. Gordon seconded it and all approved.

Kim indicated that the A&R day on Saturday was a bit rocky. There were a few no shows in ETCS but other colleges had about 50%. There is another one scheduled for May 19 and more students are expected. If there are any suggestions or recommendations for improvement, please send to Kim. It was suggested that departments be made aware of any no shows or transfers. In addition, students were late getting to their departments. Students also forgot their passwords and Gary found that the Help Desk is open on Saturdays from 8:00 am – 4:00 pm. The four student helpers from Chrissy's group were helpful.

Gary asked if the VCAA was going to send out a notice that advising on A&R days was part of the responsibility of faculty teaching during summer sessions. In the past, this statement was added to faculty contracts. Manoochehr will check with Jennifer and Julie on this. Kim will draft a memo to the VCAA from the dean about advising responsibilities as part of summer teaching.

There are about 65 students on borderline of SST and entering engineering. Would a summer bridge program help prepare these students to get them up-to-par before the fall semester? The freshmen engineering faculty guests and the chairs discussed recommending a pilot. Scott wanted to know who are the 65 students and how can we help them. We will contact Chrissy to see if she can identify this group (low math, placement tests, etc.)

Gary will provide material on the School of Polytechnic for the Purdue Fort Wayne magazine.

Future executive committee meetings over the summer will be scheduled "as needed."

The ETCS fall convocation will be combined into a retreat on Friday, August 24 at the Alumni Center. The time will be 8:00 a.m. – 1:00 pm.

Dr. Zoghi asked about the t-shirts, which he would like to have distributed at the retreat. Kim is ordering for SSC. Gary has ordered black, polyester polo shirts from Classic. The departments should order from their funds for their faculty and staff.

The dean said the framework of the next initiative will be about faculty: research, activities, and innovation.

Sincerely,

Mary Jane Casiano,
Secretary