



ETCS Executive Committee Meeting
February 13, 2017
ET 206

Present: Mary Jane Casiano, Beomjin Kim, Kim McDonald, Gary Steffen, Guoping Wang, Nashwan Younis, Manoochehr Zoghi

Guests: Dr. Connie Kracher, Dawn Renner, Sara Thomas, and Karolyn Smith

Dean Zoghi called the meeting to order. The agenda was presented with several items added to the AOB. Gary made a motion to accept the agenda with the additions and it was seconded by Nashwan; all approved.

The January 30, 2017 minutes were reviewed and a minor change was made. Gary made a motion to accept the minutes with the change and it was seconded by Beomjin. All were in favor of approving the minutes.

Carol Dostal (guest): The VCAA charged the college with recruiting the 91 students classified as “top recruits.” The Outreach Advisory Board created an idea to invite those students to group sessions and to visit any lab or observe the Bridge Contest on Saturday, February 25 during Engineers Week. They can also participate in a meet and mingle pizza lunch and raffles. Carol distributed 3 handouts. Chairs, faculty, and ETCS students are asked to participate. Dawn will divide the ETCS students into four groups, for directing the participants for tours. The dean will check with Joe about purchasing prizes. Folders will be handed out and information about the labs, departments, etc. will be on an information table. A follow-up was suggested with participants to invite them to shadow ETCS students and/or participate in a class.

Carol and a few students met with Raytheon. Raytheon has adopted the bridge building competition this year and could possibly have the students participate on Saturday event at IPFW. The Engineers Week competition, hosted by Raytheon, is scheduled for Tuesday, Feb 21st at their Innovation Center. Five students and Guoping have volunteered to help. Faculty and students can still volunteer – they will need to contact Carol.

Dr. Connie Kracher (guest): Individual articles will be limited to two pages each. Approximately 10 articles total will fit into a typical Connect magazine. The submission deadline is scheduled for the end of March. It is suggested that each department plus the centers participate. Articles should be written for the lay person. Please send articles to Kim. Images should be copyrighted and approved. Biographies for authors are required. The dean and Carl will write the introduction. Kim will email chairs and director centers requesting names within a week. Contact Connie for guidelines.

Dawn Renner (guest): Dawn announced that volunteers will be needed for the upcoming Summit Scholars Competition on February 18 (need 3-4 interviewers, 4-6 to work lunch or 1-2 for information table). Dawn will send request to chairs to forward to their respective department faculty. CME, CS, and ECE have reserved a table for the Spring Campus Visits Day on March 19 from 1-4 (Gary will be at Walb); if others want a table, send RSVP to James. Departments agreed they would handle the form 42s when SST transitions students to departments. If anyone is interested in the Safe Zone program and wants to register for a workshop, please contact Dawn. Dawn will send information to the chairs to distribute to faculty. Dawn distributed 2 handouts.

Karolyn Smith (guest): Karolyn discussed the new financial aid issues and double majoring (see handout). Students taking courses not on their degree audits will not receive financial aid for those courses. Double majors are handled by changing back and forth on degrees. If course is an exception, Karolyn needs to be notified right away so she can review to receive aid for the course. If transitioning from one major to another, list both majors. She mentioned some courses (i.e. MA 109, 111) will not be supported. She will send information to the department chairs to share with their faculty and faculty advisors. The bulletin and MyBluePrint should be accurate. Manoochehr said that the Gen Ed is being revised. It was just sent to the Educational Policy Committee last Friday. This is to go live in the fall.

Karolyn has been working with Ira to prepare statistics for our college. If you need to request information, please contact Karolyn.

Manoochehr announced that on October 21-22, 2017, the Boy Scouts will have a campout at IPFW. There will be about 1500-2000 students with their parents and other visitors on campus. The chairs requested an email about this and what are the expectations. Kim and the dean will talk with Carol about this. If you are interested in being on the steering committee please email Carol. Faculty and student volunteers are needed to run 45 minute workshops.

Nominations for the Exemplar award were submitted (CS=1; CME=3). Carl will accept 2 finalists from ETCS. Three faculty from each college are requested to serve on the Top 50 selection committee; the deadline is Friday. An email request will be sent to the chairs.

The Projects Day will be on May 5 and will be open to all on campus and local industry in the Walb Classic Ballroom. A pizza lunch with drinks is scheduled at 11:30 a.m. There was discussion of creating a booklet with abstracts of the students' projects. Further meetings are needed to create a schedule, layout, flyer announcements, etc.

IPFW Student Research and Creative Endeavor Symposium needs judges for March 29.

A Qualtrics survey regarding student success and research will be sent to about 8900 alumni, current students, all ETCS IAB members, and LTLs. Manoochehr will request student information from Ira. Judy will ask for each departments' IAB listing with email addresses.

Mary Jane announced that the IPFW on-line common scholarship is available. The deadline to complete this application is March 10, 2017. Also BAE is offering another \$5,000 scholarship. Application is on our website; deadline is April 3. This is open to CME, ECE, and CS. She will send out flyers on these.

Ira is collecting data for the strategic planning benchmarking. For the Grand Challenges Scholars Program, three chairs are needed to identify three things to adapt and put into a 2-3 page proposal to be a GCSP engineering program. The first draft to the Assembly is due mid-March and they will provide feedback by April 3. The final is due in August. Gary volunteered to take a leadership role in this.

MZ motion to adjourn at 5:00 pm; Kim seconded it. All approved.

Respectfully submitted,
Mary Jane Casiano, secretary