

# Engineering, Technology, and Computer Science Assembly of Representatives Minutes – April 2, 2018

**Assembly Members Present:** Hadi Alasti, Zesheng Chen, Mike Fruchey, Bongsu Kang, David Momoh, Scott Moor, Kimberly O'Connor, Reynaldo Pablo, Guoping Wang

**Assembly Members Excused:** Hosni Abu-Mulaweh

**Assembly Members Unexcused:** Adolfo Coronado, Paresh Mishra

**Guest:** Gary Steffen

## Call to order

The meeting was called to order at 12:01 p.m. by Presiding Officer Kimberly O'Connor.

## Approval of the Minutes

The February 5, 2018 minutes were approved as written.

## Report of Presiding Officer

## Acceptance of the agenda

The agenda was accepted and approved.

## Old Business

- Regarding Dean Zoghi's idea (February meeting) of expanding the Assembly's Spring Convocation, only three departments had feedback at this time. The CME department felt the convocation was meant for faculty, OL had no opinion and CS liked the idea of rewarding or recognizing faculty with incentives such as professional development funds, course release, conference travel funds, and TA support to courses. The Assembly decided they would like more detailed information from the Dean, such as time of day, invitees and costs. A vote to expand the Spring Convocation at this time was 2 opposed, 7 abstained until more information is received.

## Committee Reports

- Curriculum – Kimberly O'Connor for Hosni Abu-Mulaweh, Chair  
CEIT: IT Senior Design – **approved by Curriculum Committee 3-14-18**  
CEIT: Information Technology BS: New Courses for Approved Technical Electives – **approved by Curriculum Committee 3-14-18**  
ECE: Changes of Computer Engineering Curriculum – **approved by Curriculum Committee 3-14-18**
- Educational Policy – David Momoh, Chair – No Report
- Faculty Affairs – Guoping Wang, Chair – No Report

## New Business

- Previously the Assembly voted to have Judy replace IPFW with PFW in all current Assembly documents. However, with additional changes such as the addition of the School of Polytechnic's it would be better if the individual committees (Faculty Affairs, Curriculum, Educational Policy, P & T) thoroughly review the documents and make needed updates. The Constitution and By-laws would be reviewed by an ad-hoc committee of volunteers to reflect the change to PFW and incorporate the School of Polytechnic. An email will be sent to all faculty asking for volunteers with a deadline of Friday 4/6/18.
- Gary Steffen - re: representation of the School of Polytechnic on the Assembly and committees. The CEIT and MCET departments were mandated by the VCAA and USAP to

merge effective July 1, 2018. The College of ETCS documents recognize departments but not a school. Gary is asking the Assembly to recognize that a school exists within the college and that there are two (2) units within the school. He is asking that the School of Polytechnic have 4 seats of representation on the Assembly and 2 seats on all standing committees.

After discussion, a motion was made that if a new Constitution is not enacted by July 1, 2018 that the existing Constitution, as it is written with regards to representation on the Assembly, will be in effect for the academic year 2018-2019, or until a new Constitution is passed. ***Voted on and passed unanimously***

#### **The general good and welfare of the College**

The Spring Convocation is 4/23/18 at the Alumni Center. If you have not already done so, email Judy ([bakej@pfw.edu](mailto:bakej@pfw.edu)) no later than 4/16/18 to RSVP for the Spring Convocation.

#### **Adjournment**

The meeting was adjourned at 1:07 p.m.

**Next meeting:** April 30, 2018 in ET 235 at 12 p.m. – Special General Meeting  
August 27, 2018 in ET 206 at 12 p.m. (2018-2019 academic year)