

Engineering, Technology, and Computer Science
Assembly of Representatives
Minutes – October 7, 2019

Assembly Members Present: Hosni Abu-Mulaweh, Hadi Alasti, Zesheng Chen, Venkata Inukollu for Adolfo Coronado, Barry Dupen, Timothy Hamilton, Michael Kirchner, Dina Mansour-Cole, Todor Cooklev, Yanfei Liu

Assembly Members excused: Becca Essig

Call to order

The meeting was called to order at 12:00 p.m. by Chair, Tim Hamilton.

Approval of the Minutes

The August 26, 2019 minutes were approved as written.

Report of Presiding Officer –

Behin Elahi was elected by the majority to fill the vacant seat on the Strategic Plan Steering Committee

- Behin encourages Faculty to attend focus groups–10/15 1:30-2:30 & 10/23 3-4 pm (Faculty only focus group). – *Meeting notes attached.

Tim and Rebecca will meet Thursday 10/10 with the Dean.

Revised list of Assembly members and Committee members – Attached.

Acceptance of the agenda

The agenda was accepted and approved.

Old Business

- Ad hoc Committee on Chair Surveys (Barry Dupen, Michael Kirchner, and Becca Essig)
 - Determined utilization and usefulness of the current survey questions, not procedures. Findings revealed that current survey is not useful and utilized.
 - Dean Zoghi recommended implementing OKR (Objectives & Key Results), Tailored to each chair.
 - Resulted with 4 open-ended questions – *Survey is attached from the Document Ad-Hoc Committee.
 - It was suggested that the survey should be sent to the Chairs (Directors) and the Dean.
 - The revision of the survey will be voted on at the next meeting (November 4, 2019). When approved, this survey will be distributed March 1, 2020.
- Discussion of the revised Limited Term Lecturer document 95-96 03 *Revised*.
 - Editorial – Correct School (to College), Unit Chair/Director, Award Selection Committee, and 3rd Friday in March (March 15th) with other awards.
 - Question was raised as to how soon someone can be re-nominated if they won– consensus was year 3 after they won the award.
 - Revisions will be made and the document will be voted on at the November 4, 2019 assembly meeting.

Committee Reports

- Curriculum – Hosni Abu-Mulaweh, Chair
Curriculum documents approved by ETCS Curriculum Committee:
CME/ECE–ENGR 127 Math Co-Requisite to Calculus I (MA 165)

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Committee Reports (Cont'd)

- Educational Policy – Barry Dupen, Chair – No Report
- Faculty Affairs – Becca Essig, Chair – No Report

The general good and welfare of the College

- Chris Pine has resigned, a replacement will be selected.

Adjournment

The meeting was adjourned at 12:25 p.m.

Next meeting: November 4, 2019 in ET 206 at 12 p.m.