

Engineering, Technology, and Computer Science
Assembly of Representatives
Minutes – December 2, 2019

Assembly Members Present: Hadi Alasti, Hosni Abu-Mulaweh, Zesheng Chen, Venkata Inukollu for Adolfo Coronado, Barry Dupen, Timothy Hamilton, and Becca Essig

Assembly Members excused: Yanfei Liu, Michael Kirchner, Dina Mansour-Cole and Todor Cooklev

Call to order

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

Approval of the Minutes

The November 4, 2019 minutes were approved.

Report of Presiding Officer – No Report

Acceptance of the agenda

The agenda was accepted and approved.

Old Business

- Spring Convocation – There are no new updates on our spring convocation. It was agreed that it will stay faculty centered. The event will be discussed further at the next Assembly meeting in February.
- Ad hoc Committee on Chair Surveys (Barry Dupen, Michael Kirchner, and Becca Essig)
 - Vote on revision of the Chair/Director survey procedures were accepted and approved.
 - The secretary will send out to all faculty/staff and a Qualtrics Survey will be built and sent out in March 2020.
- ETCS Staff Awards Committee – Still need technician participation in the committee.
 - Assembly members were tasked with getting at least one technician to volunteer for the committee.
 - Secretary to choose 1 faculty member.

New Business

- January 6, 2020 meeting has been cancelled.
 - Next meeting propose changes to bi-laws to remove the January meeting since it is most often canceled. A special meeting can be called, if need be.

Committee Reports

- Curriculum – Hosni Abu-Mulaweh, Chair – No Report
- Educational Policy – Barry Dupen, Chair – No Report
- Faculty Affairs – Becca Essig, Chair – No Report

The general good and welfare of the College

- New Advisor, Karen Lenfestey has started.
- Discussed Holiday/New Year party for the College. Updates to follow.

Adjournment

The meeting was adjourned at 12:30 p.m.

Next meeting: February 3, 2020 in ET 206 at 12 p.m.