

**Engineering, Technology, and Computer Science**  
**Assembly of Representatives**  
**Minutes – December 3, 2012 amended**

**Assembly Members Present:** Ali Alavizadeh, Zhuming Bi, Dong Chen, Todor Cooklev, Suining Ding, Tom Laverghetta, Dina Mansour-Cole, David Momoh, Gyorgy Petruska, Gordon Schmidt, Lubomir Stanchev, Steve Walter, Guoping Wang, Jin Soung Yoo

**Assembly Member Excused:** Bob Abel, Paul Lin, D. J. Marshall

**Call to order**

The meeting was called to order at 12:02 p.m. by Chair Dina Mansour-Cole.

**Approval of the Minutes**

The November 5, 2012 minutes were approved as written.

**Report of Presiding Officer - *Dina Mansour-Cole***

Dina reported on her meeting with Dean Yen regarding the following issues:

- Dean Yen wanted to remind the Assembly of the ongoing budget issue and that we are all in this together.
- Assembly members should remind their department chairs that graduate curriculum approvals need to go before the Assembly.

Dina reminded the Assembly if you have items to discuss or add to the Assembly agenda please contact Judy. She would like to send the agenda out to faculty a week prior to the next meeting. If there are no items to discuss or review a meeting may be cancelled.

**Acceptance of the agenda**

The agenda was accepted and approved.

**Old Business**

Ad-hoc Promotion & Tenure committee - No report

Ad-hoc Graduate Curriculum Changes committee – All graduate committee approvals/changes will go to the present college Curriculum committee. No new committee will be established at this time.

**Committee Reports**

*Curriculum* – Tom Laverghetta – No report

*Educational Policy* – Paul Lin – No report

*Faculty Affairs* – Lubomir Stanchev – No report

*Nominating* – Bob Abel - No report

**New Business**

Several issues regarding the graduate programs were brought to the attention of the Assembly members:

- Graduate enrollments are down in the college
- The college is not getting its share of GTA's with only 10 in the college
- Some unapproved changes in the graduate program took place
- M.E. (Mechanical Engineering) Concentration in the M.S.E. (Science Engineering) Program has been suspended and Systems Concentration may be suspended due to low enrollments.

- There are no assessment processes in place or used currently
- Resources for recruiting graduate students

After much discussion an ad-hoc committee, chaired by Ali Alavizadeh, will look into what the Assembly should do about the above issues. *Anyone interested should email/contact Ali or Dina with a copy to Judy.*

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

Open budget discussion is December 7 at 1:00 p.m. in Kettler Hall, Room G46

Monday, December 10 is the Holiday luncheon in ET206 beginning at 11:30. Don't forget to rsvp to Mary Jane or Judy.

**Adjournment**

The meeting was adjourned at 12:52 p.m.

**Next meeting January 7, 2013 in ET 206 at 12 p.m.**

**If cancelled, next meeting will be February 4, 2013.**