

ETCS Chairs' Meeting  
August 13, 2015  
ET 206 3:00 pm

Present: Mary Jane Casiano, Abdullah Eroglu; Linda Hite, Kimberly McDonald, George Petruska; Carlos Pomalaza-Ráez, Nashwan Younis

Absent: Peter Ng

ETCS Website: Dawn and Karolyn are working on the ETCS website and will be adding information regarding the Student Success Center. Please provide feedback and recommendations.

Promotion and Tenure: In July Andy Downs emailed information about revising the criteria. Instructions were for the departments to revise their P&T criteria so they comply with the new guidelines. It was also noted that approval of the P&T criteria does not end at the department. We need to decide if the college also needs to review its documents. Carlos asked Barry Dupen if the assembly wants to be involved and he said yes. This P&T document review process needs to be completed by sometime in the spring because the university wants them by the end of the academic year. The library is offering a workshop on "predatory" journals and publishing outfits. Next step will be for Carlos (or Barry) to speak with the Assembly about having a college committee. There are deadlines set for the departments to review the criteria and submit it to college committee (if there is one). There is very specific wording required now such as "a faculty cannot get promoted from assistant to associate on service." Whether or not someone is "grandfathered" will need to be explained in the department criteria as well as college (if there is one).

USAP: These reports are due the end of October. Some department and deans were totally disconnected. Carlos and Kim will review the reports for coherence. Two weeks before the deadline a draft of the department USAP reports will be due. Carlos will share his (dean's report) also if requested. Barry Dupen and Max Montesino are on the USAP Task Force. The process for selecting new members to replace the ones who have recently resigned has not yet been set (there will be 12 faculty and 12 non-faculty).

Accreditation: We have accreditation reviews coming up now and continuing. Bob Wilkinson and Kent Johnson are willing to help us as much as they can. Gary will need help on the technology accreditation; 95-96% of the report should be completed by mid May. Faculty release time (ABET coordinators) discussion, mainly for technology, was 25% release time per academic year or \$5,000 per program. Engineering not yet decided – preparing for next year. Carlos will indicate to Carl that we should be flexible on this and that the release time should be negotiable.

Other: Nash wanted to know if some of the overhead from TAP and INMAC projects could come to the ETCS departments and faculty instead of all the credit and money going to West Lafayette. The departments have to upgrade licensing and software for faculty for these research projects and they don't receive any money. Jean Eisaman is moving into our area and perhaps she can help us with that.

End of August deadline for dean's to write faculty searches. Carlos with Kim along with the chairs will write and rank to send to Carl – Carlos will have to defend these in AOC.

Gary indicated that the convocation is during the open registration time and wanted to know if it was alright to close the offices. Carlos said to use voice mail and post signs.

Workload reports (for release time for research) from last year are to be updated (by August 17) and due to Carl by August 21.

Nash said that students are being encouraged to take courses at IVYTech such as SOC 160 if the course is closed here. Carlos said if the course is equivalent, cheaper, and it can be transferred, whatever option is there is fine.

Carlos encourages faculty (and chairs) to get involved to voice concerns when there are campus-wide committees on reallocation of sources.

Respectfully submitted,  
Mary Jane Casiano, Secretary