

**Engineering, Technology, and Computer Science**  
**Assembly of Representatives**  
**Minutes – October 7, 2013**

**Assembly Members Present:** Dong Chen, Todor Cooklev, Suining Ding, Barry Dupen, Brenda Groff, Tom Laverghetta, Paul Lin, Dina Mansour-Cole, David Momoh, Gyorgy Petruska, Gordon Schmidt, Steve Walter, Guoping Wang, Jin Soung Yoo

**Assembly Member Unexcused:** Ali Alavizadeh, Anyi Liu, Hossein Oloomi

**Call to order**

The meeting was called to order at 12:02 p.m. by Chair Cooklev.

**Approval of the Minutes**

The September 16, 2013 minutes were approved as written.

**Report of Interim Presiding Officer**

T. Cooklev met with outgoing Chair D. Mansour-Cole. He is aware of issues that have been presented to the Assembly in the past and also aware of his role in the Assembly to convey the concerns of the faculty to the Dean and Administration.

**Acceptance of the agenda**

The agenda was amended with the following additions to New Business, then accepted and approved.

- Conference travel
- Associate Faculty Teaching Award
- Article 5, Section 3 of the Constitution, election of leadership of the Assembly
- S & E Budgets

**Old Business**

- Ad-hoc Restructuring Committee – There will be a meeting of this committee by the middle of November and a report will be given at the December Assembly meeting.
- Ad-hoc P & T Committee – The committee consisting of D J Marshall, Dina Mansour-Cole, Gyorgy Petruska and Lubomir Stanchev will continue their work to the end of the year. It is recommended that each department in the college have a representative on the Ad-hoc committee.
- Request for College budget from the Dean – The Convocation slides that were sent in response to this request did not provide enough transparency.

**Committee Reports**

- *Curriculum* – D. J. Marshall, Chair - No report
- *Educational Policy* – Paul Lin, Chair - No report
- *Faculty Affairs* – Guoping Wang, Chair - No report
- *Nominating* – Ali Alavizadeh, Chair - No report

**New Business**

- Conference travel – What are the policies of the department chairs and the Dean regarding funding for travel? What about junior faculty that are not funded for travel, which they need for promotion and tenure?

- Article 5, Section 3 of the Constitution (Election of the Chair and Vice-chair of the Assembly) – The Nominating committee will look at this and make a recommendation as to whether we change the Constitution and elect our officers in September or leave it as is and elect our officers in April.
- Associate Faculty Teaching Award (Document 95-96 03) – The Faculty Affairs committee will look at this document and report back to the Assembly.
- S & E budgets concerns:  
A request will be made to the Dean to answer the following:
  1. There is conflicting information as to how much of the budget is controlled by the Dean and how much comes from the VCAA.
  2. A request for department budgets for this year and the last two years and actuals for the last two years. Also, the Dean's budget and his contribution to the centers for the last three years. A request as to where the cuts occurred.
  3. The Assembly and faculty would like complete information and would like the budget process to be complete and transparent.

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

Chair Cooklev and Vice-chair Dupen will be meeting with the Dean.

#### **Adjournment**

The meeting was adjourned at 12:59 p.m.

#### **Next meeting**

**November 4, 2013 in ET 206 at 12 p.m.**