

# Engineering, Technology, and Computer Science

## Assembly of Representatives

### Minutes – December 1, 2014

**Assembly Members Present:** Ali Alavizadeh, Zhuming Bi, Hal Broberg, David Cochran, Barry Dupen, Brenda Groff, Ahmadreza Hedayet, , Hongli Luo, Dina Mansour-Cole, Paresch Mishra, Hossein Oloomi, Gyorgy Petruska, Lubomir Stanchev, Guoping Wang, Jin Soung Yoo, **Guest:** Max Yen

**Assembly Member Excused:** Tom Laverghetta, Ramesh Narang

#### Call to order

The meeting was called to order at 12:01 p.m. by Chair Barry Dupen.

#### Approval of the Minutes

The November 3, 2014 minutes were approved as written.

#### Report of Presiding Officer – Barry Dupen

- Comments from Dean Yen
  1. ETCS has 5 retirements, with 3 of those in MCET. The CNET program will be consolidating with CET and ARET into one program, which requires the college to continue courses for students enrolled in accredited degree programs CET and ARET.
  2. ETCS is looking for 7 faculty members – 3 from previous requests and 4 from retirements. One has been filled with Tim Hamilton becoming a Continuing Lecturer. Penny Pereira and Charline Nestleroad will be retiring as of December 31.
  3. The budget looks good – no budget cuts. Two things you need to pay attention to:  
Lab fees will be implemented in January. Fifty dollar (\$50.00) lab fees were assigned to courses per department chairs requests.  
Differential tuition impacts CS and ENGR departments. The justification for differential tuition, by upper administration, is based upon the rationale that ETCS is an expensive college and that differential tuition will offset some of the needs that have been distributed to ETCS.
  4. When departments complete the USAP report, it is important that they value students, student success and accomplishments. Drafts of department USAP reports will help the Dean make sure the department goals and mission are aligned with the college goals and mission.
  5. Gary Steffen will serve as interim department chair for MCET. Discussion is underway as to whether the two engineering technology departments should be combined or kept separate.

#### Acceptance of the agenda

The agenda was accepted and approved.

#### Old Business

#### Committee Reports

- *Curriculum* – Dina Mansour-Cole  
One Curriculum documents presented:  
ENGR – changes made to the EE Gen Ed requirement & bingo sheet - **Approved**
- *Educational Policy* – Ali Alavizadeh and Jin Soung Yoo, Co-Chairs – No Report
- *Faculty Affairs* – Guoping Wang, Chair

1. The Faculty Affairs Committee has recommended the following amendment to Assembly Document 07-08-12, page 3, Results Tabulation and Distribution: **Approved**

*Current: "The Dean may share evaluation results with Department Chairs at his discretion."*

*Recommended Change: "The Dean shall share the aggregate data (such as the number of respondents, the average score, etc.) with the chair. At his/her discretion, the Dean can share the comments with the Chair as long as its source is not identifiable."*

2. The Faculty Affairs committee will meet with Carol Sternberger regarding the need to present names in April for the campus P & T committee.

- *Nominating* – Hongli Luo, Chair - No report

#### **New Business**

The January 5, 2015 Assembly meeting is cancelled.

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

#### **Adjournment**

The meeting was adjourned at 12:32 p.m.

**Next meeting – February 2, 2015 in ET 206 at 12 p.m.**