

Engineering, Technology, and Computer Science
Assembly of Representatives
Minutes – November 5, 2012

Assembly Members Present: Bob Abel, 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: Paul Lin, D. J. Marshall

Call to order

The meeting was called to order at 12:00 p.m. by Chair Dina Mansour-Cole.

Approval of the Minutes

The October 15, 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:

- Separating the Engineering department was recommended to Vice Chancellor Bill McKinney. He chose to let the new administration make the decision. There is no time line, but it is expected to move forward.
- The list of Advisory Board Members will be on the website in the near future. Positions in companies are changing and the members of the IAB are not set at this time. The handout that was given at the first IAB meeting was also given to the department chairs and is the same information that was presented at the fall convocation.

Acceptance of the agenda

The agenda was accepted and approved.

Old Business

The Ad-hoc Promotion & Tenure committee will report at the December meeting on their recommendations.

Committee Reports

Curriculum – Tom Laverghetta

Four MCET documents presented to the Assembly - ***All approved***

Revised Associate Degree Curriculum Architectural Engineering Technology

Revised Associate Degree Curriculum Civil Engineering Technology

Revised Associate Degree Curriculum Industrial Engineering Technology

Revised Associate Degree Curriculum Mechanical Engineering Technology

Educational Policy – Paul Lin – No report

Faculty Affairs – Lubomir Stanchev

The revised Department Chair Evaluation form (see attached) presented to the Assembly was approved. This document will be sent to faculty thru Qualtrics, the online survey program, in

March, 2013. Assembly members are to encourage the faculty to complete the evaluation forms next March.

Nominating – No report

New Business

- There was discussion as to whether the Assembly should meet fewer times throughout the year. Upon discussion, it was decided there was no need to change the By-laws. At the chairs discretion a monthly meeting may be cancelled if there is no business to discuss.
- Graduate curriculum changes need to be reviewed and approved by the College. An ad-hoc committee consisting of Ali Alavizadeh, Todor Cooklev, Lubomir Stanchev, Steve Walter will look into whether a new committee should be created or whether this changes could be reviewed by the existing Curriculum committee. Dina will discuss this situation with Dean Yen.

The general good and welfare of the College

It would be good to have cookies at the next Assembly meeting.

Adjournment

The meeting was adjourned at 12:50 p.m.

Next meeting December 3, 2012 in ET 206 at 12 p.m.