

College of Technology Faculty Council

Myers Technology Center, 303
Wednesday, 22 Jan 2020, 3pm

Present

Members: Alina Waite (Chair), Kristina Lawyer (Secretary), Dave Malooley (Vice-Secretary), Jim McKirahan (AETM), Troy Allen (AVT), Jamie Metzinger (BE), Edie Wittenmyer (ECET), Amanda Muhammad (HRDPT)

Parliamentarian: Randy Peters

Ex-officio: Nesli Alp (Dean)

Student representative: Seth Whitman

Guests: David Sulhoff (ROTC)

1. Called to order at 3:00pm
2. Roll call
 - a. Members present – 8
 - b. Quorum – 6
3. FC Chair Waite welcomed everyone back from winter recess and Seth Whitman to the Faculty Council as the undergraduate student representative for the remainder of this term.
4. Motion: approve minutes from 19 Nov 2019
 - a. Made by Randy Peters, seconded by Jim McKirahan
 - b. Approved 8-0-0
5. Motion: approve minutes from 3 Dec 2019
 - a. Made by Dave Malooley, seconded by Jim McKirahan
 - b. Approved 5-0-3
6. Discuss vacancy of Faculty Council Vice Chair position
 - a. 245.1.4.6 A seat which becomes vacant before the end of the term of office for any cause shall be filled for the period of vacancy by the Council. If the office of Chairperson becomes vacant before the end of the term of office, the Vice Chairperson shall assume the office of Chairperson, and the office of Vice Chairperson shall be vacant. Any time the office of Vice Chairperson or Secretary becomes vacant before the end of the term of office an election shall be held to select a replacement.
 - b. 245.1.6.2 Special meetings of the Faculty must be called by the Secretary at the request of the Dean of the College, the Council, or on petition of 20% of all voting members of the Faculty, or as provided in 245.5.2.1. Actions, Motions, Resolutions, Vetoes, Appeals, Legislative Proposals, Policies, or other such actions, shall be voted on as prescribed in 245.1.7.
 - c. The Council shall call an all-faculty special meeting at noon on Jan 29 to hold an election for Vice Chair.
 - d. The Council reviewed a draft agenda to be sent out to all faculty.
7. Discuss any vacancies among Standing Committees
 - a. Motion: appoint Allister McLeod as the AETM representative on the Personnel Committee
 - i. Made by Randy Peters, seconded by Jim McKirahan
 - ii. Approved 8-0-0
 - b. Motion: the position of HRDPT representative on the Student Affairs Committee shall be filled by either Cindy Crowder or Amanda Muhammad who are both currently at-large members of the Student Appeals

Committee. Then the vacated at-large position on the Student Appeals Committee will be filled by an eligible tenured faculty member from a department other than HRDPT to maintain department balance within the committee so that no one department holds a majority of seats. An interpretation of the University Policy Library reads, the Student Grade Appeal Committee consists of 5 tenured faculty members and one tenured alternate, with 3 being sufficient to reach quorum.

- i. Made by Dave Malooley, seconded by Edie Wittenmyer
 - ii. Approved 8-0-0
 - c. FC Chair Waite recommended a student to the Graduate Affairs Committee to serve as the graduate student representative on the Student Affairs Committee
8. Dean's announcements
 - a. Farman Moayed became BE Chair effective Jan 1
 - b. Appreciation was extended to Seth Whitman for serving on Faculty Council as student representative
 - c. Room TC105 is now complete and available for use
 - d. Room TC101 in under construction with a projected completion near spring break
 - e. The college will be increasing its use of OneDrive. Please attend the session Jan 23 at 10am in TC209.
 - f. Engineers' Week is Feb 17-21
 - g. Give to Blue Day is March 11
9. Faculty Council Chair's updates
 - a. Dean Alp, Associate Dean Smallwood, and FC Chair Waite met with ISU Enrollment Management and Marketing on December 3rd to obtain search data and website data relevant to a potential college name change
 - b. A Blackboard course has been created for FC to manage meeting documents
 - c. Dean Alp, FC Chair Waite, and ISU Marketing have been looking into options for emails from the Dean's office on behalf of FC to include a custom banner and recognizable subject line to increase visibility. FC members are asked to send their suggestions to FC Secretary and Chair.
 - d. COT website will be updated to improve usability. Dean Alp and staff, FC Chair and Secretary, and University Marketing will be meeting on Jan 27.
 - e. Routing
 - i. Changes to curriculum routing at the Faculty Council level discussed on Dec 3 were implemented in Curriculog beginning on Dec 11, 2019.
 - ii. FC representatives are each tasked with obtaining its department's curriculum routing policies and procedures for undergraduate and graduate proposals by the next FC meeting on Jan 29.
 - iii. FC representatives are each tasked with obtaining its department's routing policies and procedures for theses and dissertations by the next FC meeting on Jan 29.
 - f. An open session with speaker from Purdue Polytechnic presenting its Leadership Academy will be held on Jan 28 at 10:15am in the Business Engagement Center
10. Discuss agenda for the Faculty Council Luncheon on Feb 10
 - a. The Council reviewed a draft agenda for presentations by the four committees with charges.
 - b. Each committee will summarize its charge and report action plan with key milestones and/or recommendations
 - c. Time will be allotted for Q&A
 - d. FC members are asked to send any other suggestions to FC Secretary and Chair by Jan 29.
11. Review Faculty Affairs Committee's charge draft materials
 - a. Would appreciate feedback on how to pare down to 25 questions or less
 - b. Would appreciate feedback on usability
12. Adjourned at 4:32pm