Engineering Faculty Council

Meeting Minutes
September 22, 2015 11:00 a.m.
202 Hammond, Stavely Conference Room

Present: Amr Elnashai, Bhuvan Urgaonkar, Blaine Prichard, Chris Giebink, Conrad Tucker, Doug Wolfe, Esther Gomez, Gary Gray, Harsha Garinella, Howard Salis, Jose Palacios, Nanyin Zhang, Ronald Land, Sven Schmitz

Meeting Agenda

1. **Approval of minutes for the meeting of August 25, 2015** - Unanimously approved.

2. **Updates from Undergraduate Studies Committee (Chris Giebink)**
   Name change in AE 222 from 'Working Drawings' to 'Building Modeling and Documentation'. USC's recommendation was unanimously approved.

3. **Updates from Graduate Studies Committees (Esther Gomez)**
   No updates to report since the last meeting. 6 program proposals and 2 course proposals are under review.

4. **Updates from Engineering Technology Committee (Ron Land)**
   Nothing to report.

5. **Updates from Faculty Senate (Doug Wolfe)**
   - Last grand campaign 2007-2014, the new one will start in July 2016.
     - Seven themes: global engagement, Penn State as culture destination and culture literacy, population health/personalized health, sustainability and human security (food, water and energy security), digital innovation (assessing affordability), discovery the excellence of community.
     - Themes will be aligned with the strategic plan.
   - Presidents' comment on reports:
     - Diversity: What is diversity, what role should faculty play in fostering diversity and how do we incorporate it into our daily life at Penn State.
     - LionPath:
       - Many questions and concerns have been raised about LionPath: its cost and whether it will be better than what we have now. It costs $2.8 million to have the right to make changes to LionPath. It will cost $700K per quarter for minor changes to be made to the source code. Prerequisites for courses and policies associated with entrance to major will change. Course drop/ add will also change—maximum number of credits for late drop will go away. Will institute a policy that students can only take a class twice. Concerned that the technical solution of LionPath will dictate the policy and curriculum.
       - Changes will have to go through the Faculty Ssenate.
       - Phases of LionPath go live: admissions for 2016 already went live in August, scheduling went live in September, financial aid will go live in January 2016; degree audit in February 2016, registration in March 2016, billing in June 2016, grades and transcripts in September, 2016. Course code will also be changed.

- Other questions include: Can user interface be modified in HTML or is it hard coded? Is there any revision control to verify a change? Many policies have been sent to various committees for review, such as 3460, 3730, 3049, 3047, and 3780. Will send these policy number to the committee. Will discuss more about this in the next meeting.
- Clearances: For current employees (hired before 12/31/2014), background clearance has to be in place by 12/31/2015, including Penn State Police Criminal Background Check, Child Abuse History Clearance, and FBI Fingerprint. For new employees hired after 1/1/2015, three clearances must be in place for those who are responsible for "the care supervision, guidance or control" of or have "routine interaction" with children. "Routine interaction" is defined as "regular and repeated contact that is integral to a person's employment or volunteer responsibilities." Exceptions: no clearance is necessary if only working with matriculated students. However, if the full time job requires one to go out to another campus or facility to recruit and interactions take place with children under the age of 18, one will have to obtain the 3 clearances.
- Penn State Values: Define integrity, respect, and responsibility, discovery of excellence in the community associated with Penn State values; what can the university Faculty Senate do to support and endorse Penn State values; what practices does the University Faculty Senate promote for successful implementation of the Penn State values.
- Committee on Faculty Affairs:
  - Many fixed-term appointments do not get merit status. Recommendation is to put policies and procedures in place to recognize fixed-term faculty and allow them to gain merit status.
  - Provided information associated with year-end report on faculty right and responsibilities.
- Committee on Intercollegiate Athletes also provided annual report.
- A nice description of the Faculty Senate meeting with College of Engineering student, faculty, and administration on 2/20 is available on the Senate website as appendix to the Faculty Senate report. Positive comments associated with students and faculty. The Senate came up with a set of recommendations, identifying issues, strengths, recommendations, resources, etc.

6. Dean's Report (Amr Elnashai)
- Assembling an electronic document entitled "Management and Administration Manual." The table of contents includes all the business functions of faculty, heads, deans, associate deans, and assistant deans. Live links will be provided from the table of contents to forms and processes that one needs to follow. The manual will have a paragraph for each item to describe the processes. This is version 1 and we hope to finish it by the end of this semester. We would like to have it available on the web site and review it every 6 months.
- Proposals that describe four career progression models.

7. Other Business
None.