

Minutes of the August 4, 2006 COE Faculty Council Meeting

The meeting was called to order at 11:04 am by Samim Anghaie. The agenda, which was distributed prior to the meeting via email, included the following items:

1. Approval of minutes of meeting of August 1, 2006 (David Bloomquist)
2. Discussion and confirmation of academic year 2005-2006 voting member list (Samim Anghaie)
3. Discussion of academic 2006-2007 membership and election of Faculty Senate officers (James Klausner)
4. Planning bi-election for two vacated Senate seats (James Klausner)
5. The Chair's report of the meeting with the Dean and Associate Dean, Dr. Abernathy (Samim Anghaie)
6. A brief report from the website/electronic communication task force (Oscar Crisalle)

A quorum was met and the August 1st minutes were approved.

Discussion first revolved around replacing the two departed COE Senators. It was brought up that twice the number of nominees (in this case 4) are needed and that the pool is open to all faculty. We were asked to solicit nominations from our respective departments, for the Administration (i.e. Jan) to send out an email to all faculty soliciting nominations. Eric suggested that a paragraph about the Council would be helpful to prospective senators.

Oscar mentioned that Cammy was concerned about small departments being disenfranchised, so to please encourage their faculty to serve. Also, it was reiterated that the Council should call for nominations – in fact that this entire process must be faculty (as opposed to administration) driven.

Oscar reminded the Council of the large number of responsibilities it has been assigned. Because of this, clear boundaries of “who does what”, must be delineated. For example, while Cammy will conduct the various voting processes (for Council committees/senate memberships, etc.), we (most likely the Chair of the Council) are responsible for certifying the results.

In the future, the Council will ask for nominations (as opposed to the COE administration) and provide a slate of candidates to Cammy to do the actual voting. The tentative procedure will be for the FACC (Faculty Council Chair) to write a letter to the faculty at large, asking for nominees, followed up by a letter from Cammy. The FACS (Secretary) will receive the nominations and transmit this information to Cammy to implement vis-à-vis, the voting procedure.

The next order of business was how to replace/elect a new Council Chair. Since Samim's term had expired August 15, he was no longer eligible to serve as Chair. (the Council was under the assumption that he could remain an ex-officio Chair for one year after his term expired, but found out this rule only applies for Policy Council members). It was decided that email correspondence would ensue to reach some consensus on the best way to do this. Regardless, a new FACC must be elected at the next (Sept 6th meeting).

Discussion then turned to the FACW (Website). Oscar asked for information to include on it. Several suggestions such as; minutes, members, announcement of upcoming meetings, links to other COE sites, (constitution, other departments, etc.) were mentioned. In turn, have Departments' sites linked to the FACW. He said he would have a prototype up and running prior to the Sept 6th meeting.

The bi-annual evaluation of the Chairs was next. It is understood that the Dean will meet with all Chairs to make sure they understand the process and its repercussions. Since Don Hearn is stepping down, it was decided he would not be evaluated. While not a part of this topic, someone mentioned that there should be a scheduled meeting every two weeks with the FACC and Dean to discuss mutual concerns.

It is unlikely that the COE will provide a budget and a secretary for the FAC. Cammy will instead hire an OPS student to help Jan and the FAC.

Several comments related to the above budget revolved around funding for the Chairs' evaluations. Since an outside entity will administer them, how will funds be allocated for this? Samim felt that a trip to a university that has an active FAC (California was mentioned) would be useful and wondered if funds would be made available for such a trip?

The FACC and FACS will be expected to attend the Chairs luncheons and meetings, as well as provide an update at the COE faculty meetings. Conversely, the Dean would be invited to FAC meetings, when appropriate, to report on administration affairs.

A limited discussion of returned overhead and how COE is different from other Colleges followed.

Eric passed out a Center of Excellence proposal on energy sustainability. He discussed the importance of this topic and is looking for ideas to incorporate into the proposal.

The Secretary then had to leave for class, so no further information was acquired.

(NOTE TO READERS. Please add whatever else transpired)

Thanks

Dave

The meeting was called to order by James Klausner for the purpose of electing a Chair and Secretary, as mandated by the new COE Constitution. The meeting began at 1:00 pm in 307 Weil Hall.

The current COE Faculty Council voting members are: Samim Anghaie, Dave Bloomquist, Jacob Chung, Oscar Crisalle, Timothy Davis, James Klausner, Mark Orazem, Bhavani Sankar, John Schueller, Mark Sheplak, and Eric Wachsman. Two senators, Jean Andino and John Ziegert have left the University and Mark Hoit, due to administrative nature of his current appointment, (Associate Provost) is not eligible to serve.

David Mazyck (EES) was appointed by the Dean as the Council's ex-officio member (non-voting).

A quorum was achieved with the following COE Council members present:

Samim Anghaie, NRE
Dave Bloomquist, CCE
Jacob Chung, MAE
Oscar Crisalle, CHE
James Klausner, MAE
Jenshan Lin, ECE (Senator/Faculty Council Elect)
Bhavani Sankar, MAE
John Schueller, MAE

James Klausner reported that since Senators remain as ex-officio members for the year immediately following the expiration of their terms, they are eligible to serve on the COE Faculty Council during that year. Based on this interpretation, the Council decided that Samim Anghaie and John Schueller whose Senate membership terms will expire on August 16, 2006 could continue to serve on the 2006 - 2007 Council.

James relayed to the group that Samim had been nominated to be Chair and Dave Bloomquist, Secretary. He asked for other nominations, and there being none, the two were unanimously elected to their respective offices with the expectation that they will serve through the end of 2006-2007 academic year.

Samim then presided over the remainder of the meeting. The discussion focused on how to implement the bi-annual evaluations of the Chairs. It was decided that each Senator would query another institution to see if, and if so, how they did it, and report back at the next meeting. Of particular interest were the types of questions in their evaluations.

Action Item 1

Following Council members will gather information and report on the operation of faculty councils and conduct of administrator review at our peer institutions:

David Bloomquist: University of Texas - Austin

Jacob Chung: Penn State

Oscar Crisalle: University of California-Berkeley

James Klausner: University of Illinois-Urbana-Champaign

Jenshan Lin: Georgia Tech

Bhavani Sankar: University of Michigan and Purdue

John Schueller: University of Wisconsin-Madison

It was brought up several times that while the results of the evaluations (statistics) will be made available to the faculty, any and all comments will only be seen by the person being evaluated. Thus, it is expected that an outside entity will administer the evaluations. One thought was the College of Education or DOCE might be a logical provider, and Dave B volunteered to talk to his friend over at Continuing Education (**Action Item 2**)

The next topic focused on who and how many Chairs would be evaluated first. After much discussion, it was decided that the process should be phased in, with four Chairs being evaluated initially. This would allow for eventual implementation of the bi-annual review process for the remaining Chairs. As far as which four, it was to be left to the discretion of the Dean.

The Council agreed that a website would be required to disseminate information to the faculty vis-à-vis Faculty Council affairs. Oscar volunteered to look into this. The Chair appointed Dave Bloomquist, Oscar Crisalle, and Jenshan Lin to a Website/electronic Communication Task Force with Oscar Crisalle as the chair. Samim was to ask if the COE administration would provide support as well.

The final item of business was to decide how to replace the two departed Senators; Jean Andino and John Ziegert. The final decision was to simply review the tallies of the last Senate vote and choose the next two individuals (who were not elected) with the highest vote count. This was approved unanimously. Samim will meet with Associate Dean Abernathy to look into the Senate rules and the acceptability of the proposed approach.

Samim said he wanted to have another meeting before the term starts and schedule another during the early part of the Fall term. With no other business, the meeting adjourned at 2:10 pm.

Respectfully submitted,
Dave Bloomquist
Secretary, COEFAC