

College of Engineering

North Dakota State University

Faculty Council Meeting

Friday, September 20, 2019, 3:00 – 4:00 PM, QBB 104

Attending:

CoE: Michael Kessler, Scott Pryor, Kyle Bosch, Steve Jeffery

ABEN: Xin (Rex) Sun, Yu (Heather) Zhang

CEE: David Steward, Achintya Bezbaruah, Xeufeng (Michael) Chu, Ying Huang, Dinish Katti, Kalpana Katti, Zhibin Lin, Trung Le, Wenjie Xia, Mijia Yang, Ravi Yellavajjala

CS: Anne Denton, Lu Liu, Simone Ludwig, M. Zubair Malik, Kenndall Nygard, Brian Slator, Vasant Ubhaya, Gursimran Walia, Oksana Myronovych, Pratap Kotala, Joseph Latimer

CME: Afbulaziz Banawi, Todd, Sirotiak, Huojun Yang, Yao Yu

ECE: Ben Braaten, Jacob Glower, Rajesh Kavasseri, Ivan Lima, Michael Maassel, Danling Wang, Di Wu

IME: Om Prakash Yadav

ME: Alan Kallmeyer, Ali Amiri, Adam Gladen, Ghodat Karami, Robert Pieri, Chad Ulven, Yan Zhang

1. Call to Order: 3:05pm

Check Quorum: One representative from each department

2. Approval of Minutes from Last Meeting

Minutes from the April 2019 meeting were not available. These minutes will be presented at our next meeting.

3. Announcements

Dean Kessler: We are pleased to welcome Computer Science to our college. Some other upcoming events and news are:

- Employer Appreciation Breakfast. Next Wednesday (September 25th), all faculty and staff in the College of Engineering are welcome to attend. This is on the FargoDome starting at 8:30am on the main floor.
- Campaign Launch: In Our Hands, Thursday at The Shack
- Engineering Homecoming Showcase: Friday of homecoming week, October 11, 11am-1pm. Lunch is served, get to know some of your alumni.
- Lisa Otterson is joining us as one of our directors of development.
- Several searches are ongoing. All are encouraged to participate in the on-site presentations.
- Enrollment has dropped at NDSU. We do have requests for more lines in our college being filled. There is a significant drop in tuition, which is slowing the hiring process.

Scott Pryor, Associate Dean

- All programs passed ABET and for full accreditation for the next six years. Very big thank you to all of the ABET coordinators in each department.

Kyle Bosch, Director of Communications and Marketing

- Every two weeks, *College Happenings* comes out with an update on what's going on in the college, and update from the dean, events coming up, and a list of publications and awards.
- If you don't see something, please feel free to send an email to Kyle Bosch.
- It's helpful for Kyle to know what's going on in the college. If you get a grant, send Kyle an email. If you go to a conference, send me Kyle email. This will be shared with alumni, legislators, etc.
- Breakthrough Alerts: There's a link in *College Happenings* as well on the faculty web page on the CoE web site. This is a web site that helps notify the public about what is happening at NDSU.

Funding Announcements:

- Mijia Yang, Yao Yu, Dong Cao and Jeffrey Erickson - \$149,000 from MN DOT for harnessing solar energy through noise barriers and snow fencing
- Chad Ulven - multi-million dollar cooperative research project with the Army Research Laboratory to design and develop advanced composite 3D printers.
- Benjamin Brooks - \$95,000 from the National Institutes of Health for developing a Trivalent, mRNA subunit vaccine with sterilizing immunity for Herpes Simplex Virus 2.
- Ben Braaten - \$110,000 from the U.S. Air Force for work on electronically tunable materials and devices using subwavelength particles.
- Adam Gladen - \$81,000 from SD Game and Fish for work on solar-powered cooling to increase trout habitat.
- Rob Sailer - \$166,000 from Frostime LLC for the design and development of innovative cooling devices using CO₂
- Wenjie Xia and Ying Huang - \$90,000 from UND for work on a multilayer thin film coating sensor platform.
- Xin "Rex" Sun - \$70,000 from the National Pork Board for development of a computer vision system for online pork loin quality evaluation.
- Yan Zhang - \$150,000 from the American Heart Association for the enhancement of left atrial appendage flow using an artificial superhydrophobic surface.

Department Chairs: New Faculty

ECE: Unamehaswara Tida, from Notre Dame, specializing in VLSI

CME: Abdulaziz Banaw,

ME: Jessica Wold is joining the ME department and will be working with all of the departments on entrepreneurship.

ABEN: Xin (Rex) Su, from Nanjing Agricultural University, China, specializing in Precision Ag

4. Committee Reports

Executive Committee: (Glower) The CoE Executive Committee will be looking at revising Part I-IV of the CoE Bylaws. Our recommendations will be brought before the college faculty at a later meeting.

Academic Affairs Committee (Varma) The only deadline for course proposals is they should be submitted prior to the Friday before spring break if they are to be considered for Fall 2020. Course proposals for Spring 2020 should be sent to AA as soon as possible.

The work plan for CoE AA is:

- Elect Chair of the Committee at the first meeting (August 20, 2019)
- For all academic proposals follow the guidelines provided at <https://www.ndsu.edu/facultysenate/acadaffairs/>
- AAC follows the workflow for course and curriculum proposals, reviews proposals and keeps record of all approvals and denials (continuous).
- All new and existing course and program proposals must be initiated in Course Leaf by the Friday of Spring Break week – University Curriculum Committee requirement.
- Provide committee activity report at the monthly College Faculty meeting
- Participate in review of CoE Bylaws and suggest changes, if any. (Fall 2019)
- Provide recommendation on all academic appeals (Case by Case basis)
- Submit written summary report at March, 2020 meeting
- Provide criteria and participate in evaluation of applications of CoE Teaching Awards and provide recommendation to the Dean (April 2020)

Graduate, Research, and Extension Committee: (Yang). The work plan for the CoE GR&E committee is:

- Receive Departmental packages , review and evaluate (10/17 to 12/5)
- Prepare recommendations for Provost (12/19)
- Review and rewrite as necessary, section VI of College by-Laws (Jan – Feb, 2020)
- Forward revisions for College approval (March & April, 2020)
- Forward to Provost, Provost, May 2020
- In-place for College Engineering, Fall 2020

Promotion, Tenure, and Evaluation Committee: (Pieri).

Deadlines for the PT&E Committee are:

DEADLINE	ACTION
October 3, 2019 or as directed by Dean	Department Chair and Departmental PTE Committee recommendations are made and candidate is informed in writing. Candidate has 14 calendar days to respond.
October 17, 2019 or as directed by Dean	Department Chair and Departmental PTE Committee written recommendations, and candidate responses are added to the portfolio and sent to the Dean's Office. Dean's Office makes materials available to College PTE Committee.
December 5, 2019	Dean's recommendations are made and candidates are informed in writing. Candidate has 14 calendar days to respond. College PTE Committee's recommendations are made and candidate is informed in writing. Candidate has 14 calendar days to respond.
December 19, 2019	Dean and College PTE Committee written recommendations, and candidate responses are added to portfolios and sent to the Office of the Provost.
January 2, 2020	Office of the Provost makes promotion and tenure files available for review by the Provost's PTE Advisory Committee (Policy 352.6.10).
January 21-24, 2020	Provost's PTE Advisory Committee meets with the Provost.
February 6, 2020	Provost's recommendations are made and Office of the Provost informs candidates in writing of Provost's recommendations. Candidate has 14 calendar days to respond.
February 20, 2020	Provost's written recommendations, candidate responses, and promotion and tenure materials sent to the Office of the President.
March 2020	President's decisions on promotion and recommendations for tenure are made and candidates are informed in writing. <i>See below for appeals.</i> President's positive recommendations on tenure are forwarded to SBHE in time for action at its spring meeting.
Summer 2020	Promotion and tenure decisions become effective on July 1, 2020 for 12-month faculty and on August 16, 2020 for 9-month faculty.

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Faculty Senate Executive (Pieri) Several policy changes are about to happen with General Education courses. There is also discussion about getting rid of Dead Week. Student Senate is against the idea. The President will only consider such changes if they are approved by Faculty Senate, Students Senate, and Staff Senate, however.

Other University Committees:

University Assessment (Yang): Program Assessment Report is due October 1st. All departments should have received a link for uploading your Program Assessment Report.

Strategic Planning Committee: This committee has been meeting multiple times each week. At this week, we have an action goal and are now working on the sub-goals related to teaching, research, and service. The committee will be splitting into subgroups to define each sub-goal. Faculty input is of course welcome.

5. Old Business

(Pieri) The PT&E Committee has withdrawn its proposed changes to Part VI, Promotion and Tenure for the college bylaws. The PT&E Committee will review this document and present its recommendations at a later meeting.

6. New Business

(Glomer); The CoE Executive Committee will review Parts I-V of the CoE Bylaws and present its recommendations for changes at a later meeting.

7. Adjournment & Welcoming Computer Science to the College of Engineering

Reception & Meet & Greet

The meeting was adjourned at 3:35pm

Respectfully Submitted

Jacob Glomer
September 22, 2019