

**Florida International University
College of Engineering and Computing
Faculty Council on Governance (FCG)
Meeting Minutes March 11, 2010**

Attendees (in alphabetical order): Syed M. Ahmed (CM), Jean Andrian (ECE), Ron Baier (CM), Yiding Cao (MME), Michael Christie (BME), Arindam Gan Chowdhury (CEE), Peter Clarke (SCIS) Albert Gan (CEE), Chen-Zong Li (BME), Osama Mohammed (ECE), Raju Rangaswami (SCIS), Geoffrey Smith (SCIS), Ibrahim Tansel (MME).

Guests: M. Emre Bayraktar (CM/representing Gene Farmer), Associate Dean Yong Tao, Fang Zhao (CEE)

Agenda Items and Discussion

1. Approval of Meeting Agenda

The FCG meeting was called to order by the Chair Osama Mohammed at 3:40; the quorum was achieved as listed above and the agenda was approved with the addition of a "Parking on Gravel Issue" to New Business. Motion to approve the agenda was made by Dr. Ahmed and second by Dr. Smith.

2. Approval of the Minutes of the March 11th, 2010 FCG meeting.

The March 11th minutes were distributed to attendees for review and corrections.

Correction:

- Addition of guests to the minutes.
- Change "general counsel" to "faculty council".

Motion to approve corrected minutes was made by Dr. Chowdhury and second by Dr. Ahmed. Minutes were approved as corrected.

3. Discussion of important FCG issues.

- **Faculty Senate Report (Dr. Mohammed)**
 - Two year academic calendar was approved.
 - Change made to academic calendar to begin the spring semester ~ one week into the New Year.
 - Syllabi for courses must include ISBM of books and other course materials.
 - There was mention that there were changes made to documents regarding the grading process. Details are available in minutes of university senate March 2010 meeting.
 - Policy on non-tenured faculty was approved by the faculty via election process.
 - Two additional representatives from CEC were elected.
- **SWOC (Strengths, Weaknesses, Opportunities and Challenges) Analysis**

SWOC report and supporting information was sent to the dean's office as requested. Dr. Mohammed thanked all instrumental in preparing the SWOC recommendations.

- **Updating the FCG Constitution and by-laws (Dr. Smith)**

Dr. Smith stated that the ADHOC committee was awaiting information from Dr. Wu. He shared that there were some unresolved issues on tenure and promotion that needed to be resolved.

Representatives from MME speak with Dr. Wu in order to determine the progress made on constitutional reform/amendment.

4. FEEDS

- Dr. Tansel stated that the Board of Trustees and unions are currently bargaining. He recommended that discussions or decisions on FEEDS by the faculty council should be tabled at this time.
- Dr. Zhao stated that on occasion, students wished to register for courses after registration has been closed. She stated that she had discussed with her department faculty, the possibility of using a FEEDS section of a course as a means of alleviation the problem of limited registration. She stated that in general, the CEE faculty did not object to this possibility, and that the undergraduate program committee of CEE did not have any concerns.
- There was a discussion about the motions on FEEDS that Dr. Fuentes had submitted to the faculty council in its previous meeting. At issue were whether FEEDS has an impact on the college from an ABET standpoint, and whether the concerns with FEEDS are local to certain departments. Dr. Tansel opined that the current environment is FEEDS friendly, and therefore a motion on FEEDS may not be necessary at this time.
- Dr. Smith proposed a motion to table the discussions on FEEDS and action on the proposed motions offered by Dr. Fuentes until the discussions between the UFF and the Board of Trustees are completed. Dr Ahmed proposed the motion which was second by Dr. Li, and approved by the faculty council.

5. Report from Dean's Office (Dean Mirmiran)

Dean Mirmiran joined the meeting at 4:25 PM. His contribution is summarized below.

President Rosenberg's visit to CEC

- President Rosenberg will be visiting CEC on April 1st between 3:30PM and 4:30 PM. He will make a presentation to the faculty and entertain questions from the audience.

Energy Workshop

- Energy workshop will be held in the *Panther Pit* and EC 2300 by the Energy Research Group.
- Sponsored by the Motorola Foundation.
- The Expo will feature the ribbon cutting ceremony on front of the solar house, and the official opening of the brick path.

Meet the Researchers

The transportation and materials programs of CEC will be participating in the OSRA sponsored “Meet the Researchers”. The program will take place in the MARC Pavilion on March 26th. The dean encouraged all faculties in CEC to participate in the program.

QEP

SACS evaluators are on campus, and are undertaking the campus visit portion of their evaluation. The general feedback thus far was that;

- SACS is supportive of the QEP
- SACS is supportive of Re-accreditation
- SACS is supportive of the Global Citizenship Initiative

Facilities

- \$14M capital improvement project will include;
 - Energy and sewage upgrade for EC.
 - West lobby and entrance to be changed to make a coffee shop and student lounge.

EC 1115

Construction of the upgraded EC1115 will continue through summer 2010.

Drs. Clarke and Barreto led a focus group to solicit design input from faculty and staff for the new EC library.

Security

As a security measure, locks will be activated on entrances to the EC. There will be general access to the building between the hours of 8AM and 10PM. These hours will be abbreviated on weekends.

Faculty Annual Report

All future reporting will be web based and entirely computerized.

Strategic Planning Committee

First report to the dean from the strategic planning committee is expected on April 1st. The dean will share the report with the faculty and staff. There will be a six

week open discussion period in which the dean will consider input from faculty, staff, and the CEC advisory board. CEC is a part of the larger university strategic planning committee. The final plan is due for completion by September 2010, for submission to the Board of Trustees by December 2010.

Departmental Review

Each department in CEC must prepare a departmental review. The reports must show that action items which were included in the previous reviews have been addressed. Review is due to the dean's office at the end of the academic year.

Faculty & Staff Town Hall Meeting

A faculty and staff town hall meeting will be held in April 2010. Meeting details will be announced by the dean's office.

Research Supplement Program(RSP)

The college has instituted a Research Incentive program whose objective is to maintain and retain productive faculty. The RSP will help the CEC to navigate and succeed during future challenging budgetary environments.

New Faculty Awards

There is one pending faculty career Award. This will bring the total number of faculty career awardees to eight.

Parking on Gravel area of the EC campus

The question was whether to retain the graveled area adjacent to the paved parking on the eastern and northeastern sides of the campus or close it permanently. The faculty recommended to the dean that the "front" rows be retained and the back rows be eliminated.

Dr Mohammed expressed concerns about the impact of the summer four day work schedule on research activities to Dean Mirmiran. The dean acknowledged the concerns, but expressed the fact that if staff were mandated to work a five day schedule in spite of the university policy, there might be some negative effects on staff. The dean said that he will revisit the issue of the four day summer hours with the president in the coming years.

6 Discussion of New Issues

Research Incentive Program

The faculty council received motions concerning the proposed Research Incentive Program (RIC). It was decided to discuss the motions at the April 2010 meeting.

7 Reports from Standing Committees

a. No reports.

8 Adjournment

The meeting was adjourned at 5:15 PM.