

THE UNIVERSITY OF WISCONSIN-MILWAUKEE
College of Engineering and Applied Science

FACULTY MEETING

Friday, April 27, 2018 1:30 p.m. EMS E180

MINUTES

The meeting was called to order at 1:37 p.m. with Dean Brett Peters presiding.

PRESENT: Professors Abu-Zahra, Avdeev, Bravo, Campbell-Kyureghyan, Church, D'Souza, Dumitrescu, Goyal, Helwany, Hosseini, Hu, Jang, Kouklin, Law, Li, Liao, Liu, Mali, McRoy, Misra, Munson, Niu, Pashaie, Petering, Peters, Pillai, Qin, Qu, A.Rahman, M.Rahman, Ranji, Reisel, Renken, Rohatgi, Salowitz, Seifoddini, Sobolev, Suzuki, Titi, L.Wang, W.Wang, Y.Wang, Xu, D.Yu, J.Yu, Z.Yu, J.Zhao, T.Zhao, Zheng

EXCUSED: Professors Amano, Boyland, Ghorbanpoor, Nasiri, Venugopalan, Xu

GUESTS: N. Fouad, J. Goodman, R. Singh, C. Spadanuda

I. ANNOUNCEMENTS

- A. Mr. Goodman and Mr. Spadanuda discussed the requirements for changing UWM passwords. Per system requirements, passwords are now to be changed every 6 months, and are to be longer, more complex passwords. Individuals will begin receiving notifications 16 days before the deadline to change their password, and the e-mails sent on this from UITS will not have links embedded in them. Passwords can be changed at "uwm.edu/password".
- B. 2018-19 CEAS Committee Representatives – See Attachment 1
- C. Prof. D. Yu informed the faculty on the draft plans for (1) CEAS Space Assessment Procedures and (2) Recognition of Faculty. He is seeking input on these proposals, and such input should be sent to him in the next few weeks. – See Attachment 2
- D. UWM will be transitioning from D2L to Canvas as a course management system. In the Spring 2019, Canvas will be available to all who would like to start using it, and it will then be the only option for use in the Fall 2019 semester.
- E. Outside Activity Reports are due April 30. If you have not yet completed your OAR, please do so.
- F. With regards to the compensation plan, approval of the plan is expected by the Board of Regents in June, and faculty will then be notified. In addition to the merit pay portion, there will also be funds allocated to address salary compression issues and retention efforts.

- G. With J. Stroud soon being out on leave, the dean's office is working on a plan to pull together resources from various places to assist with proposal development.
- H. The timeline for the Carnegie Classification determination for research universities was changed, such that the evaluation was conducted after 3 years rather than the previous 5 years.
- I. If approved by the Higher Learning Commission, the UW Colleges in Waukesha and Washington County will be joining with UWM on July 1. The faculty at those schools will be in a new College of General Studies. In the short-term, the campus offerings will be kept separate, but it is still hoped to be able to potentially involve those campuses in engineering courses in the future.
- J. The new budget model is again moving forward. We will know more about it in the Fall as they will be calibrating the model at that time for implementation in the following year.

II. INFORMAL REPORTS – See Attachment 3

III. AUTOMATIC CONSENT BUSINESS

- A. Minutes of February 23, 2018 meeting
- B. New Course – See Attachment 4
- C. Graduation

"The faculty recommends to the Board of Regents those students whose names are submitted by the Office of the Registrar as having completed the requirements for the degree of Bachelor of Science in their respective majors."

IV. NEW BUSINESS

- A. CEAS Awards and Recognition Committee Charter – See Attachment 5

Prof. Campbell-Kyureghyan moved adoption of the revised charter for the Awards and Recognition Committee. The motion was seconded, and discussion ensued.

Issues regarding the representation of the committee (one for each department/unit or elected from whole faculty, and possible addition of staff representatives) were raised.

Prof. Misra moved to refer the charter back to the Awards and Recognition Committee for further consideration based on the discussion. The motion was seconded and approved on a vote of 16-11.

B. Presentation on “Why do Engineers Stay in Engineering”

Profs. Fouad and Singh presented on their research studies involving why engineers stay in the engineering profession, or choose to leave the profession. They presented areas in which there were no gender differences, and areas where issues were more significant for one gender. Best practices by organizations were also discussed. Some major themes they have uncovered include

the impacts of incivility in the workplace, and the desire to be able to balance work and non-work activities.

V. **GENERAL GOOD AND WELFARE**

A. CEAS Awards

The following faculty awards were presented by Dean Peters:

Outstanding Teaching Award – Dr. Christine Cheng, Computer Science

Outstanding Teaching Award – Dr. Kevin Renken, Mechanical Engineering

Outstanding Research Award – Dr. Lingfeng Wang, Electrical Engineering

VI. **ADJOURNMENT**

Meeting Adjourned at 3:25 p.m.

John R. Reisel, Secretary

JRR
Attachments

CEAS COMMITTEES FOR 2018-19

	<u>TERM EXPIRES</u>
1) <u>CURRICULUM COMMITTEE</u>	
Professor ? – Mechanical Engineering	2020
Professor ? – Civil and Environmental Engineering	2020
Professor Robert Cuzner – Electrical Engineering	2020
Professor Wilkistar Otieno – Industrial Engineering	2019
Professor Ben Church – Materials Science and Engineering	2019
Professor Guangwu Xu – Computer Science	2019
2) <u>GRADUATE PROGRAM SUBCOMMITTEE</u>	
Professor ? – Computer Science	2020
Professor ? - Mechanical Engineering	2020
Professor Hugo Lopez – Materials Science and Engineering	2020
Professor Jaejin Jang – Industrial Engineering	2019
Professor Qian Liao – Civil and Environmental Engineering	2019
Professor David Yu – Electrical Engineering	2019
Professor– GFC Representative	
3) <u>ACADEMIC PLANNING COMMITTEE</u>	
Professor Nidal Abu-Zahra – Materials Science & Engineering	2021
Professor Dev Misra – Electrical Engineering	2021
Professor Hossein Hosseini – Computer Science	2020
Professor Adeeb Rahman – Civil and Environmental Engineering	2020
Professor Matthew Petering – Industrial Engineering	2019
Professor Kevin Renken/Ilya Avdeev – Mechanical Engineering	2019
4) <u>SCHOLASTIC APPEALS COMMITTEE</u>	
Professor Yi Hu – Electrical Engineering	2020
Professor Junjie Niu – Materials Science and Engineering	2020
Professor – Civil and Environmental Engineering	2020
Professor Jaejin Jang – Industrial Engineering	2019
Professor Ichiro Suzuki – Computer Science	2019
Professor Nathan Salowitz – Mechanical Engineering	2019
5) <u>AWARDS AND RECOGNITION COMMITTEE</u>	
Professor ?	2021
Professor ?	2021
Professor Naira Campbell-Kyureghyan – Industrial Engineering	2020
(These open positions will be elected in September, 2018.)	

CEAS Space assessment procedure outline (draft)

WHY

- Lack of space which hinders the growth in the college
- Campus said we under-utilize our existing space, therefore unwilling to give us additional spaces
- Coming space shortage in 2019-2020
- Provide data to CEAS administration for future space management

HOW

- Separate teaching from research space usage
- Quantify CEAS space utilization rate
- Data driven
- Multiple measurement metrics
- Longer sampling period
- Transparent
- Faculty involvement

GOAL

- Establish a set of quantifiable metrics over a longer period of time to measure the utilization rate of CEAS lab spaces in both teaching and research
- Establish a set of options to help CEAS administration in our space management efforts

Potential measurement metrics

(1) Teaching (per year for the past five years)

- Departmental average ft^2/dept
- Headcount/ ft^2
- Enrollment in the lab courses or sections/ ft^2
- Student time spend in the lab courses or sections hours/ft^2

(2) Research (per year for the past five years or number of years you are with CEAS)

- External and Internal (133, 144, 150) funding awards $\$/\text{ft}^2$. 150 should exclude the overhead return
- Funding expenditure from all sources $\$/\text{ft}^2$
- Proposal budget $\$/\text{ft}^2$
- MS student supervision (graduated and current) headcount/ ft^2
- PhD student supervision (graduate and current) headcount/ ft^2
- Post doc supervision headcount/ ft^2
- Undergraduate student research headcount/ ft^2
- Publication $\text{}/\text{ft}^2$
- Multiple unannounced inspections
- Treating spaces in EMS, USRB, and Innovation Campus separately

Possible recognitions and encouragements CEAS can provide to our Colleague for their performances in research and teaching

- Dean will host a nice dinner every six months to honor the faculty who receive new research funding award during this period. Need to determine the minimum amount. Both PI and co-PIs will be invited. Need to determine the minimum amount. (Ex \$50,000)
- For any colleague who submits a proposal, CEAS will give a gift card(Amazon, Grind??) and a personal thank you note from the Dean and AD. Need to determine the minimum amount. Ex. PI receives \$X gift card and each co-PI \$Y for any proposal with budget \$Z or more.
- Similar recognitions can be applied to colleagues with best teaching performances. For example, Dean will host a nice dinner every semester for the faculty with the best teaching evaluation from each department and the best three faculty in CEAS. May be only focusing on the courses in U and UG levels.
- Similar recognition can be applied to colleagues with the highest publication records (including the impact factors and others) every year.
- The appreciation dinner should combine honorees from both best teaching and research categories. Also include the awardees from the CEAS Award and Recognition Committee
- Appreciation Dinner invitees can bring a guest.

INFORMAL REPORTS

Office of Student Services – Todd Johnson

No Report

Career Services – Juli Pickering

No Report

Curriculum Committee – Prof. Church

No Report

Graduate Program Subcommittee – Prof. Liao

The GPSC is having ongoing discussions regarding the GPSC charter revision and the BME Ph.D. concentration.

Academic Planning Committee – Prof. Misra

The APC met three times since last informal report and the following is a summary of actions.

- APC regularly got updates on the plans for addressing the faculty salary compression, retention, and merit salary adjustments.
- Held a retreat on March 19th to encourage multidisciplinary research and scholarly activities. Several follow-up activities are now underway.
- Exploring ways to recruit and recognize exceptionally qualified students. Participation in UWM Honors College, introduction of Engineering Honors, CEAS/Dean's honors list, etc. are potential options.

Biomedical and Health Informatics – Prof. McRoy

No Report

Faculty Senate – Prof. Boyland

Faculty Senate met April 19. The chancellor discussed ongoing actions to handle the new College of General Studies.

The Faculty senate approved several changes to policies, including the Athletic Missed Class Policy.

The Chancellor's Task Force on Sexual Violence Prevention, Reporting an Reponse gave an extended presentation.

NEW COURSE

BME 310

BIOMEDICAL SIGNALS AND SYTEMS, 3 cr., U

This course introduces students to principles of biosignals and system of the human body. Topics include, time-domain analysis of Biosignals, Biosensing, Bio-electric signals, electrocardiogram (ECG), muscle electromyographs (EMG), EEG, etc.

3.7 AWARDS AND RECOGNITION COMMITTEE

3.7.1 Membership:

- a. The Awards and Recognition Committee shall consist of seven (7) voting members: six faculty members and one student. There shall also be one ex-officio representing CEAS staff
- b. The faculty members shall be chosen by their department, with one member from each department. For the purposes of this committee, Electrical Engineering and Computer Science shall be considered two separate departments, and be represented by two faculty, one from Electrical Engineering and one from Computer Science.
- c. The student member shall be a CEAS student in good standing. The student will be selected yearly by the Council of Engineering Student Organizations (CESO).
- d. The ex-officio member shall be designated by the Office of the Dean and shall be one CEAS staff member to serve as a non-voting member of the committee for two (2) years.

3.7.2 Responsibilities:

- a. The Committee shall be responsible for soliciting nominations from faculty, and staff or the following awards:
 1. Outstanding Faculty & Staff Teaching Award (Spring)
 2. Outstanding Faculty Research Award (Spring)
 3. Outstanding Faculty Service Award (Spring)
 4. Outstanding Staff Service Award (Spring)
 5. Outstanding Student Award (Fall and Spring)
- b. No more than one person shall be selected for each of the first four awards annually.
- c. If a committee member is being considered for an award, that member shall not participate in the discussions and voting for the award.
- d. The committee shall also make recommendations to the Dean related to establishment and awarding of scholarship funds to students within the College.

3.7.3 Committee Formation Procedures:

- a. Departments shall designate their faculty representative to the committee. This information should be transmitted to the Secretary of the CEAS Faculty prior to the April CEAS

Faculty meeting in the year preceding the appointment. Term length for a faculty representative is 2 years.

- b. For the 2018-19 academic year, each department shall make an appointment of their department representative. Thereafter, three faculty members are to be elected in even years, and three faculty members are to be elected in odd years, as described below

Odd Years: Civil & Environmental Engineering
 Electrical Engineering
 Materials Science & Engineering

Even Years: Computer Science
 Industrial & Manufacturing Engineering
 Mechanical Engineering

- c. The first faculty in alphabetical order shall call the first meeting to elect a chairperson.