

College Council Meeting Minutes
College of Engineering and Computer Science
October 16, 2017

Members Present: Robert Jones, Jorge Vidal, Mohammed Abdul Raheem, Nazmul Islam, Jesus Gonzalez, Andrew Winslow, Alley Butler, Isaac Choutapalli, and Liyu Zhang

The Graduate Recruitment subcommittee reported that it had not yet met with Heinrich Foltz. Their report was postponed to the next meeting.

The Lab Safety Committee is being formed and Jesus Gonzalez is on the committee, so he gave a report for the Laboratory Safety Committee. A copy of that report is included in these minutes. It was pointed out that there are two groups: 1) lab owners, and 2) lab users. Further, some labs are used for teaching and others for research or dual use. This makes enforcing policy hard. Individuals may not feel comfortable telling a chair or dean about a problem, but maybe they may talk to a committee member. As a first step, the Safety Committee should find out who are the “owners” for each lab. The issue of surveillance cameras were brought up, and CE reported that they had used surveillance cameras to find missing equipment. Dr. Ramos was mentioned as an excellent candidate from the EE department for the Safety Committee, because of his experience with high voltage. Involvement of the students is needed to change the culture.

Jesus Gonzalez was asked to have the Safety Committee propose policies to the College Council to get approval by the dean and then chairs. A motion was made and passed that the Safety Committee would get together and take on 2 or 3 priority issues to start moving on this fall. The resulting policy items were to be discussed with Richard Costello to gain his support and approval.

In the last meeting, council members were asked to poll their departments regarding how to approach the workload policy. The following was reported:

- EE – done at the college level
- CS – done at both levels
- CE – two individuals talked to and they preferred department level
- MIE – not polled

There has been no further guidance received from the university on this issue. It was noted that the College of Science chose to do both a department level and a college level plan. We decided to continue the discussion. Bob Jones said he would try to get guidance from our dean. In the end, it is college policy and must be voted upon just like the by-laws.

We drew pieces of paper with term limits written upon them to determine randomly, when each member’s term would expire. The results are:

- 2018 -- Jesus Gonzalez, Jorge Vidal, Weidong Kuang
- 2019 -- Andrew Winslow, Robert Jones, Nazmul Islam, Mohammed Abdul Raheem
- 2020 -- Isaac Choutapalli, Liyu Zhang, Alley Butler

We needed an ex officio member from the Faculty Senate. Jorge Vidal is a senator, so it was moved that he report to the senate as our ex officio member, but also retain his vote on the College Council. The motion was defeated because there was no second.

The minutes of the College Council are to be posted on the college's web site.

Next Meeting: Monday, October 30, 2017, Dean's Conference Room, 3:15 pm to 4:15 pm.