

Executive Committee (EC)
Assembly of the Fulton Schools of Engineering
Friday, November 7, 2014

Meeting Minutes

Present: Huan Liu (chair), Keith Holbert (AFSE Secretary), Sule Ozev, Shawn Jordan, Xiao Wang, Vikram Kodibagkar, Al Chasey, Cy Kuo

Absent: David Allee, Narayanan Neithalath, Esma Gel, Lenore Dai, Hanqing Jiang

School	Term Began Oct. 2013	Term Began Oct. 2014
SBHSE	Vikram Kodibagkar	Xiao Wang
SCIDSE	Huan Liu	Esma Gel
SECEE	Sule Ozlev	David Allee
SEMTE	Hanqing Jiang	Lenore Dai
SSEBE	Allan Chasey	Narayanan Neithalath
Poly*	Chen-Yuan Kuo	Shawn Jordan

The Secretary's term expires Oct. 2015.

- (1) Approval of October 10, 2014 meeting Minutes. The notes for this meeting were voted on and approved with no changes.
- (2) Dean's Distinguished Lecture Speaker. All attempts to identify a viable date for the previously nominated speaker have been unsuccessful. Her office has asked us to contact her in January for possible dates during the Spring semester. **ACTION ITEM: E.C. members are to check with their faculty for speaker suggestions and bring 1-2 names to the next meeting for discussion.**
- (3) Post Tenure Review document. A review of the document that was revised last year was discussed. A section of the January 24, 2014 Minutes was read to the committee:

"The committee generally recommends no major changes to the Fulton School Post Tenure Review process. A general clean-up of the dated document language (School names rather than Department names) will be performed by Towe. A portion of the document refers to linking of academic program reviews to the post tenure review process is unclear and seems to have no current basis in the ACD manual. This aspect of the document is slated for deletion. A proposal arose about whether the post-tenure review should be mandatorily carried out on each faculty member or whether it should only be triggered on unsatisfactory performance review. It was noted that if all faculty from a given unit undergo post tenure review at the same time, then no faculty member is singled out, in contrast to having individual faculty undergo post-tenure review upon a negative performance review. The general consensus of the committee was that

* It is presently unclear as to which Poly member is serving 1 year and who is serving 2 years.

a mandatory post-tenure review of all faculty was unnecessary as the annual evaluation served this purpose and an additional review would be an unnecessary added burden. Motion was made to adopt various changes made by Bruce Towe, but not “The Chair will conduct an overall Post Tenure Review of all faculty every 7 years of their tenure at ASU.” Additionally, the References of the document will be updated.”

The Committee agreed to make the suggested change regarding the chair noted above. Further discussion on the revisions will be discussed at the next meeting. **ACTION ITEM: Annette Bowers will check the References page for updated documents.**

- (4) Dean’s Dissertation Award(s). Sule Ozev reported on the information she obtained by researching how the University of Michigan and UC San Diego conducted their awards process. Her suggestions on how to organize our process included: (1) have one award per school annually; (2) each school nominates 2-3 candidates; (3) Dean’s level committee reviews/recommends for Dean approval. It was suggested that this process be standardized since some schools within Fulton are already making this type of award. **ACTION ITEM: Sule Ozev will formalize the process for review/discussion by committee at the next meeting.**
- (5) Agenda Items for Next Meeting. (1) Dean’s Lecture Series nominations; (2) Finalize Post Tenure Review document; (3) Dean’s Dissertation Awards.
- (6) The next meeting will be held on December 5, 2014 at noon in BY 660.