Engineering Management Committee
Meeting Minutes, September 3, 2015

Attendees: John Hannan for Raj Acharya, Chimay Anumba, Anthony Atchley, Kultegin Aydin, Clark Colborn, Cheng Dong, Patrick Fox, Amy Freeman, Paul Heinemann, George Lesieutre, Thomas Litzinger, Dana Marsh, Rebecca Mason, Christine Masters, Arthur Motta, James Myers, Harriet Nembhard, Terry Reed, Susan Sampsell, Phil Savage, Bobbi Schaffer, Mark Sharer, Martin Pietrucha, Victor Sparrow, Judy Todd, Karen Thole, Lynn Tressler

Absent: Raj Acharya, Sven Bilen, Peter Butler, Amr Elnashai, Theresa Mayer, Karen Thole

Guests: Betty Mantz, Stephanie Miller, David Salvia, Michael Büsges

Convene/Introductions/Updates

Summary of Discussion:

- Office of Governmental Affairs expects the State operating budget to be passed sometime between Labor Day and the end of the month. Once the operating budget is in place, attention in Harrisburg will turn to the capital budget. Amr, Anthony, Peter and Theresa are developing a two page case statement and powerpoint presentation to present to the Governor's staff for the Student Collaboratory Building.

- The Deans are in the final phases of writing the Blueprint for Global Preeminence that will make the case for the resources the College needs in the next five years to achieve our strategic goals. The timeline is to have the plan delivered to Old Main no later than the first week in December.

- Anthony talked about data and records retention. Old Main has put Policy AD-35 University Archives and Records Management on hold for now pending review of its implementation. The College will provide guidance on data and records retention issues move forward.

- On a related issue, Anthony shared that RAG16 has been revised to PRG01 – Research Protection Guideline 01 - which includes language on retention of research data by the University. This policy is of particular relevance to retaining research data for faculty who leave the University. Anthony stated that guidelines and policy regarding this question will be addressed in the future.

Recommendations: N/A

LionPATH

Summary of Discussion: Michael Büsges presented an implementation timeline and a phased roll-out plan for LionPATH that will be replacing the Integrated Student Information System (ISIS). The catalog and schedule of classes (for fall 2016 semester) will be in LionPATH. Michael stated that we have the following College of Engineering faculty on several LionPATH committees:

- Steering Committee and co-chair of Faculty Advisory Committee
  - David Salvia, Assistant Professor, Electrical Engineering

- Academic Advising Advisory Committee and Change Champion/Key Contact
  - Christine Masters, Assistant Dean for Academic Support and Global Programs

- Special Senate Committee on the Implementation of LionPATH
  - Keefe Manning, Associate Professor, Bioengineering and Surgery
**Recommendations:** N/A

**Engineering Shop Services**

**Summary of Discussion:** Ellis Dunklebarger, Manager of Engineering Shop Services, provided his personal background and updated the committee on the shop’s capabilities. Ellis informed the group that he is working with Communications to update the Shop Services website. There will be an Open House on October 7 from 1:00 – 4:00 p.m.

**Recommendations:** N/A

**ABET**

**Summary of Discussion:** Tom Litzinger provided an update on the Colleges ABET accreditation and advised that the College received a positive report overall. Tom mentioned that the ABET Coordinating Committee (ACC) has been working to improve our processes through workshops and they are investigating accreditation management systems to increase efficiency and eliminate physical documentation. He pointed out that the Engineering Accreditation Commission (EAC) is considering a major revision of basic criteria. Draft outcomes are being revised based on input from constituencies with a new draft expected in October. The earliest the new criteria would be put into place is Fall 2017.

**Recommendation:** N/A

**Any Other Business**

**Summary of Discussion:** Anthony briefly explained the Facilities & Administrative (F & A) process. A short discussion if the impact of the increased F&A rates followed.

**Recommendations:**

N/A