
Assembly Members Excused: Bimal Nepal.

Guests: Dina Mansour-Cole and Dean Voland.

Call to order
The meeting was called to order at 12:04 P. M.

Approval of minutes
The 12/03/07 minutes were approved as written.

Report of presiding officer
Gyorgy Petruska was welcomed back on the Assembly by Chair Kubik. He had been on sabbatical during the Fall semester. Chair Kubik also welcomed guests Dina Mansour-Cole from OLS and Dean Voland to the meeting.

All committees were reminded of important deadlines coming up. The Faculty Affairs committee will conduct the call for nominations for excellence awards. Chair Kubik reminded the committee of document 95-96-03 which is an ETCS Associate Faculty award. This should also be sent to the faculty to call for nominations. Chair Kubik asked the Faculty Affairs committee to work with the Dean regarding funding for the award.

The Nominating committee has several election deadlines to meet.
Chair Kubik has completed his review of all Assembly minutes from the start of the Assembly until now. He has found many important documents which will be compiled and put in a binder for anyone to review. Chair Kubik has a lot deeper respect for all the work that has been done in past years by the Assembly.

Acceptance of the agenda
The agenda was accepted as written.

Dean Voland guest speaker
Dean Voland opened by thanking everyone for serving on the Assembly. The work that is done by the Assembly is very important to the College of ETCS. Dean Voland explained to the Assembly members that there is a new development in the infrastructure in the College of ETCS. After looking at all the options as to where OLS would best fit and what would be best for their division it was decided OLS will become a division (department) within the College of ETCS as of July 1, 2008. OLS will remain in their current location but will become the 5th department (division) under the College of ETCS. We look forward to all the strengths they bring with them to the College of
ETCS. When OLS joins the College of ETCS we will have more graduates per year than any other School or College in IPFW.
Dina Mansour-Cole was selected by Chair Kim McDonald to attend the balance of the Assembly meetings this year. David Liu made the following motion:

**I move that we welcome Dr. Dina Mansour-Cole and accept her as an ex-officio member of the ETCS Assembly for the rest of the 2007-08 school year.**

The motion was seconded by D J Marshall, voted on and unanimously carried.

Welcome Dina.

**Old business**
No old business.

**Committee reports**

*Nominating committee*
Lubomir Stanchev will be sending out via email a call for nominees for the various offices that are open in the College of ETCS.

*Educational Policy committee*
Suleiman Ashur went over the new long & short versions of the Evaluation of the Chair’s document which is going to replace document 90-91-9. Discussion was held. It was suggested that a cover sheet with explanations of the forms be attached. Professor Ashur will make the corrections and forward a copy to everyone requesting their input on the document.

*Faculty Affairs committee*
David Liu will be distributing the criteria for the Excellence Awards within the week.

*Curriculum committee*
No report at this time. All curriculum changes are due to the committee by March 1, 2008.

**New business**

*Recognition*
David Liu made the following motion:

**Upon his retirement, Robert Kendall is hereby recognized by the Faculty Assembly of the College of Engineering, Technology and Computer Science for his thirty plus years of service to IPFW.**

The motion was seconded by D J Marshall, voted on and passed.
Constitution & By-laws committee
The committee will not have time this year to complete the revisions of the Constitution and By-laws. Since we are adding OLS to the College in July it would be in the best interest of the Assembly to wait until 2008-09 and complete the revisions.

P & T document committee
The committee will be looking at the P & T document to make sure everything is in order with OLS being added to the College of ETCS. Since it already states five representatives we will still be in the guidelines with the merging of CAET and MIET into one and adding OLS. The committee will review and any changes needing to be made will be done in the Fall.

The general good and welfare of the College
The Spring Convocation will be April 28, 2008 at 11:30 A.M. in WU G08. Mark your calendars.

Adjournment
The meeting adjourned at 12:50 P.M.

Diann Keele, Assembly Secretary