

**Monthly Faculty Meeting  
Department of Electrical Engineering**

**Present:** Roger Dougal, Chair

Mohammad Ali	Krishna Mandal
Andrea Benigni	David Matolak
MVS chandrashekhar	Enrico Santi
Yinchao Chen	Grigory Simin
Herbert Ginn	Guoan Wang
Paul Huray	Xiaofeng Wang
Asif Khan	

**Absent:** Charles Brice, Bin Zhang

**Recorder:** Nat Paterson

The meeting was called to order by Dr. Roger Dougal at 3:30 p.m. in EE Conference Room 3A75 on April 2, 2015.

**1. Announcements –**

- Minutes from last month were approved by email
- Dr. Santi – was elected EE Faculty Senator by email voting
- Hani Gomez won an NSF Graduate Fellowship and will pursue her PhD at UC Berkeley
- Faculty Search Update – offer was made to Dr. Bae and he accepted
- Reminder -- Peer Evaluation of Teaching
  - Classroom portion is overdue, please submit asap
  - Content portion is due by – April 24
- Special Presentation – Steven Farwick – Family Fund – encouraging the faculty to participate in the annual faculty and staff gift campaign

**2. Committee Reports --**

**I. Undergraduate Committee --**

**Proposal #1 – Bulletin Change regarding Second Major**

**Rationale** – the change was initiated by the college in order to clarify the specific restrictions on the second major options across all engineering majors. See attached motion for the full length proposal.

**Vote:** all in favor

**Next actions:**

- The Undergraduate Director will inform Dr. Lyons of the affirmative EE faculty vote

**Proposal #2 – ENCP 101 approved as a substitute for ELCT 101**

**Rationale** –Permitting ENCP 101 as a substitute for ELCT 101 will help facilitate students transferring into our program from system campuses and technical colleges. New incoming EE freshmen on the Columbia campus will still be advised to enroll in ELCT 101.

**Vote:** all in favor

**Next actions:**

- The department chair will submit the approval via the electronic approval process.

**Proposal #3 – Revision of the Program Educational Objectives** – One change in the fourth PEO.

**Change from:** use their technical competence to creatively solve **electrical engineering** problems for the betterment of society.

**Change to:** use their technical competence in **electrical engineering** to creatively solve problems for the betterment of society.

**Rationale** –our graduates might apply their EE competence while working in another field

**Discussion:** -- the change was accepted without discussion.

**Vote:** all in favor

**Next actions:**

- The proposed change will be presented to other constituents for their approvals.
  - Industrial Advisory Board – at the meeting on April 10, 2015
  - Students – via Student Advisory Board

### **Topic #1 – Preservation of Assessment Data**

There is desire to change record-keeping of student performance (for course grades, assessment, etc) from spreadsheets on individual's computers to Blackboard so as to provide an audit trail relative to fulfillment of course and program objectives. Course-level outcomes should be assessed in every course. By using Blackboard the documentation will be in a central location and conveniently traceable. The data preservation will allow the department to assess any course outcome at any given time.

**Next actions:**

- Emails will be sent to instructors whose courses need to produce assessment data.
- 

### **Report #1 – Spring 2015 Student Advisory Board Meeting**

Dr. Mandal reported that the SAB members met on March 25, 2015. 14 new members were recruited and attended the meeting.

**Next actions:**

- The full meeting report is being developed and will be available prior to the May faculty meeting
- Student Advisory Board members will meet with the IAB members on April 10, 2015

## **II. Graduate Committee –**

### **Discussion #1 – The ME Comprehensive Exam format**

As follow up from the April faculty meeting, Dr. Ginn presented the recommendations developed by the Graduate Committee as options for an ME Comprehensive exam format.

- Option #1 – Eliminate the exam – This option depends on a response from the Graduate School indicating that elimination would be permitted. (unlikely)
- Option #2 – Develop a project course (similar to ELCT 897 -- Directed Individual Study) and require all ME students to enroll in that course and write a report on a topic that synthesizes information from 2 or more graduate level courses. The existing ELCT 897 course cannot be used for this because it would pose a tracking issue.

In case of elimination is not an option, Dr. Ginn asked the faculty to vote on option 2 as a new format for ME Comprehensive.

**Vote:** all voted in favor of option #2

**Next actions:**

- The Graduate Committee will meet and work on the details of the requirement and will present the motion at the May Faculty meeting. They will develop a new course proposal if appropriate.

### **Discussion # 2 –The PhD Qualifying Exam format**

As a follow up from the April faculty meeting, Dr. Ginn presented, on behalf of the Graduate Committee, the following framework for any new format of the Ph.D. Qualifying Exam.

- Create a written exam, with questions drawn from a bank of questions
- Do not require an oral exam
- But if an oral component is required, hold the oral component after the written to probe further into answers given on the written exam
- Consider allowing the MS thesis defense to meet the exam requirement. The thesis document serves as the written exam, and the presentation as the oral exam.

**Discussion:** It was suggested that we get agreement first on what we are trying to learn from the exam, what is its purpose, before we can decide on the format it should have.

**Vote:** Dr. Ginn asked the faculty to vote on the following principles, as guidance on whether the Graduate Committee should proceed to work out details.

- Reinstitute the written exam – vote: 13 in favor and 1 abstention
- Use an optional oral component on an as-needed basis to resolve uncertainty from the written exam – approved by majority vote

**Next action:**

- The Graduate Committee will meet and work out the details of the exam format and will present a motion at the May Faculty meeting.

## **III. Faculty Development Committee**

### **Report #1 – Award Nominations**

Dr. Huray asked the faculty to join him in congratulating Dr. Asif Khan on receiving the 2015 Governor's Award for Excellence in Scientific Research. This prestigious award honors an individual or team within the state whose achievements and contributions to science to promote wider awareness of the quality and extent of scientific activity in South Carolina.

He also presented the list of both past and future award nominations that have been made:

- Krishna Mandal – nominated for CEC Research Progress Award.
- Charles Brice – nominated for CEC Biedenbach Service Award.
- Guoan Wang – nominated for CEC Young Investigator Award.
- David Metts – nominated for CEC Staff Distinguished Service Award.

List of future nominations to be made

- IEEE Region 3 Awards.
- IEEE Fellow Awards.
- National Academy Awards.

**Next actions:**

- Dr. Huray was requested to create a list and timeline for award nominations so that nominations can be timely submitted to all awards. Present the list in the May faculty meeting.

- The faculty was asked to assist the committee in identifying other award opportunities and nominating faculty for those other awards

Meeting adjourned at 5:20 pm