

Division of Architecture, Engineering, and Technology
Division Meeting Minutes
September 17, 2008
12:45 PM
West Campus 9-210

Attendance

Nasser Hedayat, Shannon Hellard, Andy Ray, Lisa Macon, Allen Watters, Soheyla Nakhai, Richard Matias, George Rausch, Terry Long, Dimas Sanchez, Amy Love, Ali Notash, Deb Hall, Wael Yousif, Ian O'Toole, Emil Vazquez, Mohua Kar, Radu Bunea, Patricia Lynch, Erica Stepahin

Call to Order

Meeting minutes from the February 5, 2008 meeting were emailed prior to the meeting. They were approved and will be posted on the division website.

Dean's Office - Updates and Announcements

Travel – Dr. Hedayat spoke to the division about the budget cuts we are experiencing and how the college is watching travel expenses. If training relates to student learning or if the employee is a presenter then the travel should be fine. Everyone was reminded to find another faculty member to cover their classes if possible instead of using the lab managers to do so.

Focus on the Work Place – An email was recently sent out by LeSena Jones regarding Focus on the Work Place. Nasser encourages those who are interested to apply by the October 17th deadline.

General Education Assessment Work Shop – Kurt Ewen is having a September 25th meeting at 9 a.m. to discuss this. Nasser would like everyone that can to participate to ensure that competencies are met.

Buildings – Currently the Signature Building is on schedule and we have Architecture classes scheduled for the upcoming Spring. Also the building behind us is on schedule for late June 2009.

Formal Agenda

Lisa Macon – Obtaining digital professor certification

Lisa informed everyone about the process to have every faculty that teaches online classes will need to have a certification. Valencia has courses for this that begin this Fall through Leadership Valencia. There are six one week workshops and discussions for this. Some will be in-person to discuss Legal Issues, presented by Bill Mallowney. Also there is a “Quality Matters” on the design and Web CT are standards to maintain. Currently there are three reviewers.

Wael Yousif– Report of CET NSF Grant

The grant is entitled Information Assurance and Digital Forensics. Wael would like to thank George Rausch, Soheyla Nakhai, Gaby Hawat and Angel Melendez for the hard work they are doing on the grant. They are trying to lay the foundations for curriculum development in:

1. Network Security
2. Information Assurance
3. Digital Forensics

The final project will be at the end of the grant as well as a possible internship. We will begin to market this program soon.

Deb Hall – Report on Renewable Energy Seminar

Deb attended this seminar last week in Raleigh, NC. She gave an overview of what was learned at the seminar on ways to renew energy and lower costs. She showed a presentation of what was learned and also had photos from some of the activities she participated in.

Shannon's Update

Draft Syllabus – Shannon had a copy of the draft syllabus up for everyone to see and comment on. There was some discussion on having a structured course syllabus and how it would not leave room for error or the students or adjunct professors. Have a syllabus that has each class listed by date will make everything clear. It will be kept on file for future reference, this is especially helpful if a faculty member leaves. Lisa will have a sample available in October and each program chair and lead instructor should complete one.

Text Books – There is a lot of concern over the price of textbooks, Shannon would like to find a way to lower the cost. One option is having subscriptions to on-line text books editions. Another option is to use the older editions, which are less expensive. However, that would require more work for the professors. A third option is having desk copies in the library for students to use.

Program Chairs Report

Andrew Ray reported that Dr. Shugart, Dr. Graber, Dr. Walters, Dr. Hedayat, himself and others from UCF and UF met and will be deciding by the end of this year about having a School of Architecture in Orlando. Currently we have over 400 declared majors and by next May we'll have 80-100 graduating. We are in need of a school of Architecture to go to in Orlando. Also, Building Construction Technology is looking at more articulation agreements.

Lisa Macon informed everyone about the current Disney partnership in Computer Programming. Also, Colin is working on an articulation agreement with FSU. Another item is a grant in Game Programming that is being worked on.

Faculty Senate Report – no report at this time.

Open Discussion – none at this time.

Adjournment – The Next Meeting is Scheduled on October 9th at 3p.m.