

PURDUE UNIVERSITY College of Engineering
Faculty Affairs Committee (FAC)
Meeting Minutes
October 1, 2024, 2:30-3:30pm, ARMS 3041

Member	Title	Unit	Term Ends	Present
Luna Lu	Associate Dean of Faculty	COE	N/A	Y
Karen Marais	Professor	AAE	2027	N
Marshall Porterfield	Professor	ABE	2026	N
Andrew Brightman	Professor of Practice	BME	2025	Y
Ted Weidner	Professor of Practice	CCE	2025	Y
Jeffrey Miller	Professor	ChE	2025	N
Stanislaw Zak	Professor	ECE	2025	Y
Abigail Engelberth	Associate Professor	EEE	2025	N
Joyce Main	Professor	ENE	2027	Y
Susan Hunter	Associate Professor	IE	2025	Y
Neera Jain	Associate Professor	ME	2026	Y
Mike Titus	Associate Professor	MSE	2027	Y
Chan Choi	Professor	NE	2026	N
Kathy Heath	Managing Director, Office of Academic Affairs	OAA	N/A	Y
Robin Benson	Sr. Administrative Asst.	OOA	N/A	Y

Purpose and Charter of the FAC

https://engineering.purdue.edu/Engr/AboutUs/Administration/AcademicAffairs/Policies/engineering_faculty_bylaws.html

Engineering Faculty Affairs Committee: *Members of the committee shall consist of one representative each from the voting members of the faculties of the schools, departments and divisions of engineering, plus the Dean of Engineering or the Dean's designated representative. Members representing the schools, departments and divisions shall be elected by ballot by the voting members of their respective faculties, except that Heads of engineering schools, departments and divisions shall be ineligible for membership. Each member shall normally serve for three years beginning with the start of the fall semester. No member shall serve continuously for more than six years.*

This committee shall:

- a) Advise the Dean on issues regarding faculty affairs.*
- b) Suggest and provide ways and means for effective communication among all members of the engineering academic community.*
- c) Obtain nominations for and supervise elections to engineering committees as required by these bylaws or by University Regulations.*
- d) Review appointments to engineering committees which require a vote for the election of the members.*
- e) Advise the Dean relative to the agenda of faculty meetings, matters relating to membership of various committees, and other matters affecting committee and faculty activities.*
- f) Serve in other capacities as requested by the Dean or the faculty.”*

FAC Members

https://engineering.purdue.edu/Engr/People/Committees/ptPeopleListing?group_id=23820

Agenda and Discussion Leaders

- 1) Meeting Administration – Joyce Main
 - a. Call to order at 2:31pm
 - b. Agenda reviewed and approved by consensus
 - c. Review and approval of minutes: [FACMinutes 2024 09 11](#) By consensus.
- 2) [Developing a Thriving Community Through Celebrating Creative Talents Presentation – Will Sondgerath](#)
 - Will introduced the upcoming Developing a Thriving Community through Celebrating Creative Talents program, which was developed based on staff and faculty suggestions collected via a survey sent this past summer. A pilot has been created, featuring music in shared spaces, between now and Winter Break. Musical performers include students, faculty, and staff interested in sharing their talents. The pilot will be expanded in the spring to include art exhibits—again, created by faculty, staff, and students. Various display locations near Armstrong were discussed.
- 3) [Faculty Death Notification Process Proposal – Joyce Main, Neera Jain](#)
 - The updated Faculty Death Notification was presented to the committee, based on recommendations gathered at the September meeting. It was suggested to change the title to include ‘communication of...’. Additional discussion surrounded whether a separate policy should be developed for retired faculty, as this policy was created for active faculty. After short discussion, the policy was unanimously approved, pending minor adjustments agreed upon. The final document will be provided to Luna Lu for further consideration by the University Faculty Senate.
- 6) Topics for Next Meeting
 - Meghan Sarault, CoE Business Office – Procurement Discussions, Overview of Purdue Service Portal (TDX)
 - Nikhilesh Chawla – Associate Dean for Engineering in Indianapolis, Ransburg Professor and Associate Head of Materials Engineering - Purdue Indianapolis Update
- 7) Next meeting: **Wednesday, November 6, 2024, 11:45 am - 12:45 pm – ARMS 3041**

8) Meeting adjourned at 3:32 pm