

PURDUE UNIVERSITY College of Engineering
Faculty Affairs Committee (FAC)
Meeting Minutes
December 11, 2024, 11:45 a.m. – 12:45 p.m., ARMS 3041

Member	Title	Unit	Term Ends	Present
Luna Lu	Associate Dean of Faculty	COE	N/A	Y
Karen Marais	Professor	AAE	2027	Y
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	Y
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. The meeting was called to order at 11:48 a.m.
 - b. Attendees were provided copies of the October meeting minutes and asked to review. Hearing no objections to the minutes as presented (based on revisions requested at the previous meeting), they received unanimous approval.
 - c. The committee was provided copies of the November meeting minutes and invited to review. Receiving no objections or requests for revisions, the minutes were unanimously approved as presented.
 - d. The meeting agenda was presented and unanimously approved.
2. Dr. Brandon Sorge, Assistant Vice Provost for Faculty Affairs, Associate Professor of STEM Education Research at Purdue University Indianapolis, K-12 Engagement and Access Fellow, and Assistant Vice Provost for Indianapolis Faculty Affairs joined remotely to discuss the Indianapolis campus and their representation on the WL Faculty Affairs Committee.

Dr. Sorge shared a two-part Proposal for Integrating Additional FAC Members which stated that 1) Brandon Sorge will appoint a departmental faculty from Indy as a non-voting member to serve for a 1.5-year term beginning January 2025; and 2) an election will be held to appoint a voting FAC representative from the university for a 3-year term. The Indianapolis faculty is recognized as a division, and thus, according to our bylaws, a member can represent that CoE division by vote.

Discussion was also held primarily surrounding the 2nd bullet of the proposal recommendation, specifically over the use of the word ‘Division’. It was requested that the division be spelled out identifying what it represents. Dr. Sorge will verify with the Board of Trustees official documentation as to what the name of the group of faculty is, as they are non-tenure-track faculty, primarily having joined from the previous IUPUI campus. Additional discussion has been requested as to the Indianapolis FAC representative and their potential membership – selection, voting privileges, level of participation. This topic will be continued during a future FAC meeting.

A motion was presented to approve Proposal #1: “Brandon Sorge will appoint a departmental

faculty from Indy as a non-voting member to serve a 1.5 year term beginning January 2025” amended to include the following statement: “At the end of the 1.5-year term, a decision will be made by the FAC, regarding whether to continue the current arrangement or convert the position to a permanent role. Should a faculty member be appointed to represent Indianapolis in addition to elected to represent a department, Brandon will identify a new Indianapolis representative.” The motion was seconded and subsequently approved unanimously.

The committee determined that the second proposed recommendation from Dr. Sorge for Integrating Additional FAC Members from Indy would be tabled until a future meeting. In addition, the FAC will consider a review and update of the By-Laws to specify the role of the Indianapolis representatives.

3. Ashlee Messersmith, Sr. Program Administration Specialist with the CoE Office of Academic Affairs, was present to provide an overview of the External Recognitions operations and services provided by that area within the college. Due to extended discussions prior to her presentation, the committee requested Ashlee’s availability to reschedule the remainder of her presentation/demonstration until the January meeting of the FAC. Ashlee agreed.
4. Luna Lu, Associate Dean of the Faculty, provided a brief overview of the University’s Books Initiative that supports authors in book design, editing, and production. Information was sent out earlier in the week to faculty, providing links to an informational [video](#) along with a [website link](#) for additional information.
5. Topics for Next Meeting: OAA External Recognitions Presentation, Ashlee Messersmith; Update on the status of the Faculty Death Notification Policy at the University level.
6. Next meeting: Wednesday, January 22, 2025, 12:30-1:30 p.m. – ARMS 3041
7. Meeting adjourned at 12:52 p.m.