

**ME Open Forum  
WebEx Meeting  
May 29, 2020**

Participating:

Ajay Malshe	Greg Shaver	Patricia Davies
Amy Marconnet	Guillermo Paniagua	Peter Meckl
Andres Arrieta	Holly Englert	Ray Cipra
Anil Bajaj	Ivan Christov	Richard Buckius
Arezo Ardekani	James D. Jones	Robin Sipes
Benxin Wu	Jared Pike	Sadegh Dabiri
Bert Gramelsbacher	Jay Gore	Salil Bapat
Betsy Baxter	Jong Hyun Choi	Sameer Naik
Bin Yao	Justin Weibel	Scott E. Meyer
Bob Lucht	Kay Shepherd	Satish Boregowda
Bumsoo Han	Kejie Zhao	Shawn Whitaker
Carl Wassgren	Klod Kokini	Sheri Tague
Cindy Cory	Kristi Moses	Sheryl Willison
David Warsinger	Kyle Rice	Song Zhang
David Capperleri	Liang Pan	Steve Florence
Davide Ziviani	Marisol Koslowski	Steve Kessler
Davin Piercey	Martha Lucht	Steve Son
Eckhard Groll	Michal Linnes	Steve Wereley
Euiwon Bae	Mike Logan	Stuart Bolton
Fabio Semperlotti	Morgan Murphy	Tami Armstrong
Farshid Sadeghi	Neera Jain	Thomas Siegmund
George Chiu	Nicole Key	Tina Denson
Gordon Pennock	Nina Mahmoudian	Xiaomin Qian
Greg Jensen	Partha Mukherjee	

**1. Announcements – Eckhard Groll**

- Good News:
  - Steve Son and Bumsoo Han were announced as Fellows of ASME
  - Arezo Ardekani and Song Zhang were announced as University Faculty Scholars

**2. Research Ramp-Up – Peter Meckl**

- New safety protocols are now in effect. You must wear a mask in all buildings and public spaces.
  - <https://www.purdue.edu/newsroom/purduetoday/releases/2020/Q2/new-protocols-issued-on-safe-health-practices-required-face-coverings,-distancing,-robust-personal-hygiene.html>
  - The expectation is currently that people bring facemasks from home. ME is working on securing masks for faculty and staff. More information will be sent out as it becomes available.
  - If you need masks for critical research, contact Mike Logan for a link to the form to fill out for PPE.
  - If you need to enter a building to retrieve items from your office or desk, contact Peter Meckl and Mike Logan so they are aware of who is in the building.

- New pre-read available for research ramp-up (see 5-22-20 email from Theresa Mayer):
  - <https://protect.purdue.edu/research/covid-research-space-safe-operating-procedures/>
- Research space SOP template is being finalized; individual researchers will receive email notification when their building is available for research ramp-up process. Link to Research Space SOP should be active starting next week.
- When completing the research space SOP, labs with multiple PIs should fill out one SOP for the entire lab space.
- Researchers with multiple spaces in the same building need only complete one SOP for all the spaces collectively. Note, this only applies to spaces within the same building. All researchers will have to sign off on the SOP though.
- Herrick Labs is working on research space SOPs now; Zucrow and ME should receive word to prepare research space SOPs within the next two weeks.
- The goal is for all buildings to be up and running by the end of June.
- The ME SOP has been completed and is being reviewed by the committee. It is for the ME building with the emphasis on the bathrooms, halls, and common spaces.
  - It does not cover classrooms or research labs. Those will be handled separately.
  - It is posted here: <https://engineering.purdue.edu/ME/AboutUs/Safety/index.html>
- After you have reviewed the SOP, there is a quiz. This quiz is to capture who has read the SOPs and will be utilized as an electronic signature to track who has completed the training.

### **3. ECN Update – Shawn Whitaker**

- Many people working at home have their office phone forwarded to a home phone or cellphone. There is another option that people may not be aware of, and that is using a software phone provided by Cisco. It can run on most computers or smartphones with minimal setup. At ECN, we have been using this for a while now, and it works very well. Here is more information about the Cisco Softphones: <http://eng.purdue.edu/jump/2ebde85>
- Mobile hotspots are a good alternative for faculty and staff that may not have fast enough Internet at home to complete their jobs. Anyone that can create voice tickets will be able to request mobile hot spots with Purdue account numbers. ECN can also assist with this process.
- ECN is working on being safe. There are currently 4 people on-site. If you need help, send a message to the mesite.
- Please make sure you are using VPN2. VPN only supports 5,000 connections. VPN2 supports 15,000 so it is more reliable.
- ITAP is working with Cisco to improve the quality of WebEx.
- Eckhard will look into an ME subscription for Zoom.

### **4. Update on Undergraduate Program – Jim Jones**

- We are planning on returning to face-to-face instruction by pursuing a “hybrid” lecture model, not exceeding 50% classroom occupancy by dividing class into 2 or 3 rotating groups. Only one group will attend lecture on a rotating basis while the others will watch the lectures on Boilercast. Most classrooms are equipped with Boilercast and so, recording and posting lectures for students attending online will be possible.
- We have accepted approximately 520 new FYE students into ME. Typically we admit 375 – 400 students. All students were given their first choice major to entice them to return to campus in the fall. We are working on growing the faculty to accommodate this number of students.
- How will we handle violations or students not complying with the Purdue Pledge? The expectation is that students will wear a mask anytime they come into the building. Start by

asking people to honor the Purdue Pledge. If they don't, you can report them to the office of the Dean of Students. If students are combative, you can call Purdue police to escort them out.

- Discussed Academic Dishonesty - mostly in ME 200 and ME 270. Even with time constraints, roughly 25% accessed Chegg.
- Some instructors are looking into piloting new proctoring software (Examity). We should know how this works after summer. There is a cost to take exams which ME may cover if it is an issue.

#### **5. Update on Undergraduate Summer Team Projects – Song Zhang & Julia King**

- We admitted 169 students. There are 28 faculty and staff leading 37 projects.
- There is a formal orientation on Monday, June 1.
- We are working on continuing this program in the future. There was great interest by both faculty and students.

#### **6. Update on Graduate Program – Nicole Key**

- Nothing big to talk about. We can update next time.

#### **7. Open Discussion – All**

- **Thomas Siegmund** – Update from University Senate:
  - Save the date: Monday, June 8, 2020 from 2:30pm-5pm, University Senate organized townhall on campus reopening. Link tbd.
  - Forthcoming qualtrix survey: The University Senate will distribute a link to a form to collect questions/concerns/comments or reopening
  - University Senate Documents regarding campus re-opening are/will be also available at <https://www.purdue.edu/senate/>

**Next ME open Forum will be in 2 weeks: June 12, 2020 at Noon**