

**ME Open Forum
WebEx Meeting
July 24, 2020, noon to 1:00 pm**

Notes

Participants:

Adrian Buganza Tepole	Greg Jensen	Mike Sherwood
Ajay Malshe	Greg Shaver	Min Liu
Amy Marconnet	Guillermo Paniagua	Morgan Murphy
Andres Arrieta Diaz	Ilias Bilonis	Neera Jain
Anil Bajaj	Ivan Christov	Nicole Key
Arezo Ardekani	Jackie Baumgardt	Peter Meckl
Benxin Wu	James Gibert	Ray Cipra
Bert Gramelspacher	Jared Pike	Richard Buckius
Betsy Baxter	Javen Greeson	Ryan Wagner
Bin Yao	Jay Gore	Salil Bapat
Bumsoo Han	Jeremy Wampler	Sameer Naik
Chris Goldenstein	Jim Jones	Satish Boregowda
Cindy Cory	Jitesh Panchal	Sheri Tague
Dave Cappelleri	John Pearson	Song Zhang
David Warsinger	Jong Hyun Choi	Steve Florence
Davide Ziviani	Julia King	Steve Kessler
DJ Wilkinson	Justin Weibel	Steve Son
Eckhard Groll	Kay Shephard	Stuart Bolton
Eric Nauman	Kejie Zhao	Tami Armstrong
Euiwon Bae	Kristin Deckard Dawson	Terry Meyer
Fabio Semperlotti	Laura Blumenschein	Thomas Siegmund
Farshid Sadeghi	Liang Pan	Tina Denson
Fu Zhao	Marisol Koslowski	Todd Nelson
Galen King	Martha Lucht	Xianfan Xu
George Chiu	Marty Mylarnaik	Xiaomin Qian
Gordon Pennock	Mason Wilson (ECN)	Yan Chen

1. Announcements - Eckhard

- ME Purdue Student Team (Soumya Bandyopadhyay, Adeline Naon, Julia Meyer, and Saeel Shrivallabh Pai) won the ASME K-16 / IEEE EPS Student Design Challenge.
- Recognizing Josh Blyth, working with Thomas Siegmund. Josh taught ME 323 earning excellent teaching evaluations. He has already received the Magoon Award in the past.

2. Academic and Research Areas update – Eckhard

- Eckhard shared the latest version.
- Will increase from 6 academic areas to 8 academic areas.
 - No name changes on Design and Systems, Measurements, and Controls
 - CENUT is now called Thermodynamics while Combustion and Energy are designated research areas.

- Mechanics is now split up into two areas: Dynamic Systems and Solid Mechanics.
- Fluid Mechanics dropped the propulsion and Propulsion is now its own research area.
- Heat Transfer is now Heat and Mass Transfer.
- New area added is Manufacturing.
- Will roll out the new areas at the ME Faculty Retreat.
- Jared has worked on the ME website and all areas (academic and research) will be listed on the website.
- We will send the chart out after today's meeting and will include the Academic/Research Areas spreadsheet for everyone to review and edit.
 - All faculty asked to fill in their research area preferences and check the committee lists.

Comments/Questions:

- Eckhard: The research area of Human-Machine Interactions includes Robotics.

3. ME Faculty/Staff Retreat agenda items – Eckhard

- Will be a virtual meeting.
- Eckhard shared the draft agenda.
- Have set up six break-out sessions.
 - UGrad Design Courses with Greg Jensen
 - Experiential/Hands-on Learning with Song Zhang
 - Graduate Program Initiatives with Nicole Key
 - UGrad Curriculum Continuous Improvement with Carl Wassgren.
 - Internal and External Awards with Chuck Krousgrill.
 - Will populate the groups based on committee membership.
 - Will have a report on the break-out sessions.
 - Hope to have the Dean join us.
 - Let Eckhard know if you see anything missing.
 - Will send this out to everyone soon for review.

4. Update on Undergraduate Program – Jim J.

- a. Adjustments made in last couple of days were remarkable.
 - Provost is pleased with our changes.
 - System is live now; students can start moving around.
 - Cancelling a couple of labs.
 - Thanks to Kyle for putting the schedule together.
 - Working with the students as they come to them.
- b. If faculty are teaching face-to-face, the School has some over the ear microphones.
 - Tami Armstrong is helping to coordinate the distribution.
- c. If you want to sign up for Boilercast, do this early. Automated and very easy to use.

Comments/Questions:

- None

5. Update on Facilities and Research Ramp-up – Peter and Mike

- a. Machine Shop is available for research projects by appointment only.
- b. Still waiting to hear on the Malott Suite and Room 1020. At this time, they are still off limits. No approval yet.

- c. Use of office space: one issue was mail delivery. The mail will be taken to the faculty offices, there is no need to go to the main office. Julia King is working on a schedule for coverage of the main office. Same is true for the Undergraduate office and the Graduate office same. Likely open for part-time use. All of this is still being worked out.
- d. PPE equipment: There was an email sent out from Mike Logan this week. This will centralize the ordering process. Will help with accounting and auditing.

Comments/Questions:

- Bumsoo: Are we allowed to have undergraduate or independent study in the fall?
 - Peter: Any Undergraduate student doing research in the lab, if they have gone through the COVID PPE training, will be handled the same as graduate students. This assumes that you will do the appropriate distance requirement
 - Jay: As long as they are paid, they are treated the same way. If taking courses for credit, they would have to wait until students return in August.
 - Peter: Yes, that is correct. As long as being paid, they are the same as graduate students.
- Amy: There are also new rules about who you can hire. She posted the link in the chatroom. <https://www.purdue.edu/newsroom/purduetoday/releases/2020/Q3/guidelines-set-for-offering-undergraduate-research-this-fall.html>
- Kristin: Regarding student organization space. Are they to do their own SOP's?
 - Peter: Stated he didn't have an answer for that yet. He will have a meeting on Monday with Mike and hopes to have an answer then.
 - Eckhard: The lobby chairs have been moved out limiting seating space for students. The tutorial room will have a limited capacity.

6. ECN – Mason Wilson

- Mason addressed questions regarding the Zoom licensing: We now have a license for Zoom. It is \$45 per user, per year, for those who want to use the university license. Up to 300 participants, can have unlimited meetings and unlimited access. If anyone wants the license, there was a link provided in today's Purdue Today that provides a link.

Comments/Questions:

- Peter: It seems that it makes sense for the School to set up an account that if the School thinks this is a good idea. Need to get a sense of how many faculty and staff would like to use Zoom. Then we could do a single order.
 - Mason: Yes, ECN would prefer it that way. The School would state how many licenses they would need.
- Mason: WebEx not going away, it can still be used.
- Chris: Who do we contact if we want to use Zoom?
 - Peter: Will get clarification and get back to everyone.
- George: Starting to consolidate all email addresses in the .edu accounts. Many of us have a Zoom account. Some advice or guideline is needed for those who already have it.
 - Mason: You will get an email to merge your existing account. You will still have the free version but it will be with the Purdue license.
- Neera: Can we only get Zoom for teaching purposes, or can we use it for research as well?
 - Peter: A decision has not made yet. Depends on what the School is willing to allow.
 - Neera: Will wait for more guidance.
 - Eckhard: Will pick this up with the ME Cabinet.

- Todd: Anything out there that compares the features between Zoom and WebEx in order to make an informed decision.
- Mason: Has not seen any comparison available for the two.
- Eckhard: Thinks that it is a personal preference and ease of use.
- Todd: Why did the university license with Zoom?
- Chris: Zoom can handle streaming and multiple users better than WebEx. Eckhard: Thinks it was a personal preference and ease of use.
- Eric: During the spring semester Boilercast had a long delay. Are there any plans to deal with this?
 - Sameer: Has been recording in the ME building with no problem this summer. Could be because there is not as much use. Larry French, Manager of Learning Space Operations, told Sameer the following about the issue that Eric mentioned today. "Turnaround time was slow this spring due to the tremendous demand on Kaltura. They made some changes and it improved. I am hoping turnaround time will be about equal to the length of the recording. That is what we are seeing now".
- Greg: Understands that maybe Zoom is not as secure as WebEx.
- Mason: Zoom is as secure as WebEx.
- Thomas: What are we doing to mitigate those waiting to get into the classrooms (due to the limits).
 - Peter: Very good point. They are slowly thinking about what to do in the building when students get on campus.
- Thomas: We are running out of supplies. Could we get keyboard covers in the classrooms?
 - Peter: Past experience is that it is difficult to use the keyboards with the covers.

7. Update on Graduate Program – Nicole

- a. Faculty will be getting an email from Nicole next Wednesday regarding TA nominations for the fall. Remind all faculty that they are guaranteed one TA. Will try something different this year. If you know the student you are nominating as first choice and would like for this student to get a two-semester offer, we can issue an academic year offer. Or you can nominate for fall only.

Comments/Questions:

- Anil: Not sure if he will be provided a TA since he has no students.
 - Nicole: If your course enrollment is large enough to get a TA, you would could get TA support.
 - Anil: He offered to make your job a little easier by contacting the Mechanics faculty and see whose students have taken the course.
 - Terry: Should you make a nomination of more than one in case first choice cannot do it?
 - Nicole: Yes. Should nominate based on your need or their desire. If you don't need a TA, someone else might need 2 or 3 TA's.
 - Terry: Can we submit two quarter time TA's?
 - Nicole: Yes, if your student is a ¼ time TA, you must supplement with a ¼ time RA.
- b. Nicole has been working with Ilias on the MATH qualifying exam. Will reach out to each area exam coordinator to see if they want to offer a virtual or in person.
 - c. The Graduate office working on plans for the fall orientation and having 3 different ways with students for a face to face orientation.

Comments/Questions:

- Peter: How many new students do you expect
 - Nicole: Approximately 150 new students expected. Includes Professional Masters students.

8. Open Discussion – All

- Jay: Ada Uche found new employment at Purdue.
- Ajay: Leadership of ME is notable, including original work of Prof. Gore for starting SURF program and recent work by Prof. Zhang, Julia and the team for the 2020 Summer REU.
- Jim: While in class located in Room 1130, he noticed that it looked like foot traffic was directed to go both ways. Should we designate one door for entering and one door for exiting?
 - Peter: Will bring this up. Will take a closer look at this.
- Eckhard: The next open forum will be held in 2 weeks, on August 7th. Will discuss if we want to keep the forums going after the Faculty/Staff retreat.

Additional comments copied from the Chatroom:

From Amy M Marconnet to everyone:

In the last forum, Tami mentioned there would be a process for us to order the mics that pair with the classroom stations. I haven't seen anything yet. Any updates?

From Tami Armstrong to everyone:

Amy, I do not have any updates on the survey. I can reserve a headset for you, there are 5 currently in our shop. (last time I was there). Our microphones in the shop have the lavelier microphone, not a head set.

From Eric A Nauman to everyone:

Last spring BoilerCast had a really bad delay between recording the lecture and distributing it. Has that been fixed?

From Tami Armstrong to everyone:

I do some items are showing back order status now for headsets and the bodypack.

From Amy M Marconnet to everyone:

<https://www.purdue.edu/newsroom/purduetoday/releases/2020/Q3/guidelines-set-for-offering-undergraduate-research-this-fall.html>

From Euiwon Bae to everyone:

Zoom has virtual background, does WebEx has it?

From Kejie Zhao to everyone:

My personal experience is zoom is much more stable than WebEx

From Kejie Zhao to everyone:

And it's easier to annotate on zoom than WebEx

From George Chiu to everyone:

WebEx do. But I think the Purdue license default us to the low bandwidth mode, which do not support virtual background

From Davide Ziviani to everyone:

Same here. Also, when multiple students try to interact with writing, Zoom worked like a charm

From Amy M Marconnet to everyone:

On the TLT forum today, they mentioned BoilerCast now enables live broadcasting

From Kejie Zhao to everyone:

this is good to know Amy

From Terrence R Meyer to everyone:

When recording lectures for a about 70 students with WebEx last semester, there was a consistent, sometimes large, lag between the audio and the annotations that I was making with PowerPoint slides. This occurred with me and a substitute lecturer. I am not sure if this was a problem in WebEx or internet speed, nor do I know if this is resolved in Zoom.

From Davide Ziviani to everyone:

From my experience, WebEx is generally less responsive and consistent than Zoom

From Mason E Wilson (ECN) to everyone:

Terry, not sure what would be better, but WebEx was updated in June to a new dedicated High Ed Cluster

From Mason E Wilson (ECN) to everyone:

So it is possible WebEx may work better for you now than last semester
