

## **Report on Shared Governance for the College of Engineering**

**May 15, 2007**

The College of Engineering (COE) is well on the way to practicing shared governance. Probably the biggest step toward that goal was the establishment of the Faculty Council of the COE. The members are the senators who meet regularly. The establishment of the council is prescribed in the COE constitution. It is a goal of the Faculty Council to have a representative from each of the eleven departments. To our knowledge, each of the departments held faculty meetings to discuss how shared governance will be implemented in each department. Different departments have made different amounts of progress.

As examples of the implementation of shared governance I can refer to the Mechanical and Aerospace Engineering (MAE), the Materials Science & Engineering (MSE), and the Electrical and Computer Engineering (ECE) and the Civil and Coastal (CCE) Departments :

### **Mechanical and Aerospace Department**

- 1) MAE holds frequent faculty meetings to discuss departmental issues
- 2) The department has three focus groups:
  - a) Solid Mechanics, Design & Manufacturing,
  - b) Dynamics, Systems & Control
  - c) Thermal Systems and Fluid DynamicsThis structure allows efficient self-governance of the groups.
- 3) The following are our standing committees in MAE:
  - Computer Committee
  - Development & External Affairs Committee
  - Awards Committee
  - Graduate Recruitment Committee
  - Graduate Admissions Committee
  - Graduate Curriculum Committee
  - Faculty Search Committee
  - Shop Committee
  - T&P Committee
  - Undergraduate Curriculum CommitteeEach of them is an independent faculty driven committee.
- 4) The faculty drafted important documents outlining policies and procedures on
  - a) Faculty Search and Recruitment
  - b) Graduate Recruitment, Admissions and AwardsThese documents have been overwhelmingly accepted by the faculty.
- 5) MAE is in the process of developing their departmental constitution.

- 6) A faculty driven Strategic Planning effort is currently underway
- 7) MAE holds a yearly retreat at the start of each academic year.
- 8) They reconstituted their External Advisory Board and enhanced their faculty input and interaction with the board.

**The Materials Science & Engineering Department (MSE)** has also discussed shared governance and, as a result, decided to keep many of the committees already established, but to write constitution and bylaws documents for the department. Specifically:

- 1.) A constitution committee has been established to draft a new constitution and accompanying by-laws.
- 2.) The standing independent faculty committees are:
  - a. Long Range Planning Committee
  - b. Awards Committee
  - c. Constitution/Bylaws Committee
  - d. Student Petitions Committee
  - e. Faculty Search Committee
  - f. T & P Committee
  - g. Curriculum Committee
  - h. ABET Committee
  - i. MAIC Committee
  - j. Qualifying Exam Committee
  - k. Market Equity Committee
- 3.) Graduate recruitment is performed by the Academic Services department under the direction of the Graduate coordinator and with the approval of all the faculty.
- 4.) A faculty retreat is held every year to discuss present and future plans for academics and any departmental issues.
- 5.) MSE has an Industrial Advisory Board and a Distinguished Alumni Advisory Board which meets about every two years. As part of these meetings the faculty and the students get to each meet with the Boards separately from the administration.
- 6.) MSE holds faculty meetings once every two weeks. Any agenda item may be added by a faculty member.
- 7.) The faculty developed the merit raise formula used for allocation of merit raises.
- 8.) MSE has focus groups in Metallurgy, Ceramics, Electronic Materials and polymers/biomaterials. Each group meets regularly and establishes the teaching

schedule for the next year. Each group also provides input to the curriculum committee to help establish the courses that are to be offered.

### **Electrical and Computer Engineering Department:**

- 1) ECE has an average of six faculty meetings per semester to discuss departmental issues.
- 2) ECE has five divisions of the department. Each division is responsible for setting the teaching schedule of each faculty member. Rob Fox and Mark Law (Department Chair) only coordinate at the end of the process. Each faculty member gets fairly full input into teaching assignments.
- 3) ECE has several standing committees including Curriculum, Ph.D. Exam, Graduate Recruiting, Seminar, and ABET.
- 4) ECE has a faculty meeting devoted to shared governance and concluded that they would wait to see what other departments are doing and adapt best practices. They expect to report back next year on the status of other department's shared governance.

### **Civil and Coastal Engineering:**

- 1) In order to provide the faculty input, the Chair asked that a group of faculty be constituted to act as a liaison between Administration and department personnel. This group has been actively meeting with various group areas (e.g., Construction, Geotechnical, Structural, etc.) with the objective of drafting a report that the Chair can use to address any comments/concerns. This task is almost completed and the report will then be distributed to the faculty at large for review.
- 2) In addition to the above effort, due to the divergent focus areas within the Department, our Chair felt that the best way to converse with the faculty regarding the Chair's Survey, would be to meet with each group individually, a "one-on-one" meeting. This would allow for a frank and constructive discussion regarding the general feelings of the particular group, and would more likely address any specific concerns. He has met with 2 of the 5 groups and will complete the meetings by May 30.
- 3) Once this is completed, the Chair has encouraged the CCE faculty to call a faculty meeting - without Administrators present, in order to discuss the liaison's draft report, survey results and any other issues the faculty feel are relevant. In fact, the Chair feels that having faculty meetings without the administration, is a good way to get faculty input and ultimately provide him with suggestions/recommendations on how to best improve the department.
- 4) Finally, the CCE department holds an annual retreat with breakout sessions.

As more specific information is obtained from the other departments we will send an updated report.

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