

EED WEEKLY EMAIL

DEPARTMENT OF ENGINEERING EDUCATION



Week of October 8th, 2018

Announcements

- Ohio State recognizes the importance of supporting postdoctoral researchers as they balance career, personal and family life. To provide greater equity amongst Ohio State faculty and staff, the Paid Leave Programs policy has been revised on an interim basis, including changes to parental leave eligibility and vacation accrual for postdoctoral researchers. Review the policies [here](#).

- Your safety is our top priority, and Ohio State's Department of Public Safety is now offering a new, free safety app for students, faculty and staff. [Rave Guardian](#) offers many benefits, including faster delivery of Buckeye Alerts and safety notices via push notifications. Like the Ohio State app, safety notices can be received within seconds when push notifications are turned on. You also can select friends or family as a virtual guardian to follow you via GPS tracking as you travel on and around campus. The virtual guardian is shown a timer based on your destination. If time expires, your virtual guardian will be alerted and encouraged to make appropriate follow-up. The app is available to download for all students, faculty and staff signed up for [Buckeye Alerts](#). Download today by searching for "Rave Guardian" inside the [Ohio State app](#).

- Over the summer, ODEE staff implemented several changes to improve security for classroom pool computers. These include:
 - o Weekly classroom maintenance routines include visual inspections of all USB ports, inside and outside the podiums
 - o Tools that block users from installing software (including malicious software) that require administrative rights on pool classroom computers
 - o Adding faceplates to podiums to limit individuals from reaching inside the podium to place a USB keylogger
 - o The final change they will be implementing will occur on Thursday, October 11th. At this time, Carmen and Vita will be placed behind BuckeyePass multifactor authentication. Information on the change can be found here: <https://it.osu.edu/news/2018/08/31/buckeyepass-protect-carmen-and-vita-october>
 - o For questions about how this change might impact teaching and learning, please contact (carmen@osu.edu). For questions about multi-factor authentication in general, please contact (buckeyepass@osu.edu).

Upcoming Events & Deadlines

1. The Department of Engineering Education is thrilled to invite you to its inaugural Open House on November 1, 2018, from 5:00-8:00 P.M.! We hope to see you at Scott e100 to learn more about faculty, staff, and student research initiatives over refreshments!
2. The Office of Graduate Education in collaboration with the college departments will be hosting this year's Graduate Engineering Open House (GEOH) on Friday, October 26th. See Ana Casado.1 for more information.
3. The dates for the Course Proposal Subcommittee and CCAA meetings Fall Semester are below. See Deb Grzybowski.3 if questions.

Course Proposal Subcommittee	CCAA
Tues. September 4	Tues. September. 11
Tues. October 9	Tues. October 23
Tues . November 6	Tues. November 13
Tues. December 4	Tues. December 11

4. Below are the dates when student registration windows open for Spring Semester 2019. This may help in conversations with your colleagues if there is a desire to offer new classes or group studies. See Deb Grzybowski.3 if questions.

Enrollment Appointments Open: University Priority	Oct 15
Enrollment Appointments Open: Graduating Seniors	Oct 18
Enrollment Appointments Open: Rank 4, Grad, Prof	Oct 22
Enrollment Appointments Open: Rank 3	Oct 29
Enrollment Appointments Open: Rank 2	Nov 5
Enrollment Appointments Open: Rank 1, et al	Nov 13

5. The 2019 Fellowship Competition calendar is now available. [Click here for the 2019 Fellowship Competition Calendar](#)

Opportunities for Excellence

- Registration for the 2019 ASEE Annual Conference will open on Monday, January 7, 2019. Reflecting increasing costs of conference production, registration fees are going up a modest 2.5 percent for members. Life member conference fees have increased by \$20. The last increase in Life Member Registration fees was over 15 years ago. ASEE's conference fees remain competitive with peer organizations. Student members will

continue to be able to attend the conference for free. Click [here](#) for additional information on the conference registration rates.

- Did you know OSU co-founded a public, grade 6-12 STEM school right on West Campus? Come see the Metro Early College High School and Middle School in action Friday, Oct. 12 from 9-11am! Metro is a diverse school that provides a rich array of opportunities for OSU faculty, staff and students to be involved in broader impacts of research, outreach, educational research and other collaborations. At “Get to Know Metro”, you will experience an introduction, student-led tour and plenty of time for Q&A. The Metro School is at 1929 Kenny Road (corner of Kenny and Kinnear). Separately, if you or someone you know is interested in becoming a Metro student, there are other more appropriate informational events to attend. See <http://www.themetroschool.org/contact/schedule-a-tour/>
 - o Please RSVP at: <https://goo.gl/forms/59Bg1uehRrygXF0L2>
 - o If you have any questions, please contact: Howard Greene, Ph.D, Director, K-12 Education Outreach, College of Engineering ([greene.8@osu.edu](mailto:green.8@osu.edu))

- The 2019 ASEEMIND Division Call for Papers is now available online .You can access the PDF [here](#). The following topics are of particular interest to the Minorities in Engineering Division for the 2018 ASEEAnnual Conference:
 - o Policy implications (i.e., Title IX, gender pay equity, sexual harassment, affirmative action) of research, outreach, and initiatives that focus on broadening participation of underrepresented ethnic groups in engineering,
 - o Integrating social justice into curricular and co-curricular activities by acknowledging the social and technical impact engineering education can have on our communities and that open possibilities for social justice movements to help shape engineering and engineering technology,
 - o Promoting inclusivity in the engineering classroom through social media (e.g., #LookLikeAnEngineer, #BlackMindsMatter #OutInSTEM),
 - o New research and trends related to underrepresented groups (e.g.
 - o Women of Color, Latinos/Hispanics, LGBT*QQIA, etc.).
 - o Any questions should be directed to Christopher Carr, MIND Program Chair (ccarr@nsbe.org).

- Get Connected at the 2018 Research Expo. Sponsored by the Office of Research, the 2018 Research Expo features information to support the growth and success of your research program. More than 50 exhibitors – research support services, centers and institutes, community partners and vendors – will be available to answer research-related questions and help you navigate Ohio State’s research enterprise. Learn about funding, lab archives/online notebook, the PI Portal and more at one of the demonstrations held during the event. Network with fellow researchers.
 - o Tuesday, October 9, 2018
 - o 11:30 a.m. - 2 p.m.
 - o Ideation Zone and Labs
 - o Pomerene Hall (3rd Floor)
 - o [Register Here](#)
 - o 1760 Neil Avenue

- Contact Jeff Agnoli at 614-292-6269 or agnoli.1@osu.edu for more information or with questions.
- Looking for an advisor: FIRST Robotics is an undergraduate student organization that arranges for its members to mentor various First Robotics Competition <https://www.firstinspires.org/robotics/frc> teams at a number of central Ohio high schools. We also co-host, with and for the last few years at the PAST Foundation, the area competition kickoff and distribution of parts kits event in early January, we help out with some off season competitions and meetings, and of course conduct outreach activities for new mentor recruitment and training. Recently, the group has tried a few new activities, including organizing a trip to the FIRST National Advocacy Conference and a trip to Honduras involving OSU and Metro HS students. As this is a student organization, the students do the work. And the organization is long standing and well established. But the adviser provides continuity, helps the students deal with university rules and policies, space scheduling, and expenditures, and generally assists and watches over the group and its activities to make sure everything is kosher. There is also a few annual administrative actions with the Office of Student Life. Also, for many years the faculty adviser has run a course that provides credit for student mentoring activities. That is not a lecture course and again the students do almost all the organization and coordination. Originally this was a MechENG course when George Stabb was the adviser. For the past few years it has been an ECE 4194 group studies course, although I have exhausted the maximum of consecutive offerings for an ECE 4194. I did have an initial discussion with EED regarding establishing a permanent ENG course number and possibly having it designated as service learning. It's a great opportunity to support STEM outreach activities and student involvement at OSU with the central Ohio community.
 - For more info. Contact Keith A. Redmill (redmill@ece.osu.edu)
- See what all the excitement is about! Here's the guide that the ETC have been working on for First Year Engineering. Fundamentals of Engineering Program Technical Communications: A Resource & Writing Guide for the Fundamentals of Engineering Program. <https://ohiostate.pressbooks.pub/feptechcomm/>
- The National Science Foundation (NSF) announces the launch of the [NSF 2026 Idea Machine](#), a prize competition to help set the U.S. agenda for fundamental research in science, technology, engineering, and mathematics (STEM) and STEM education. Participants can earn cash prizes and receive public recognition by suggesting the pressing research questions that need to be answered in the coming decade, the next set of "[Big Ideas](#)" for future investment by NSF. The NSF 2026 Idea Machine is an unprecedented opportunity to promote a new area of research that is important and exciting but not currently addressed by NSF. Each final winning entry will receive a cash prize of \$26,000 and its authors (individuals or teams) will be invited to a recognition event in the Washington, D.C. area. Entries will be accepted through October 26, 2018.
 - [Submit your entry here](#)

- Do you have a research idea that has the potential to advance cancer prevention, treatment or patient care? Applications from all disciplines accepted
 - o Two year award with the title of Researcher with benefits!
 - o Award begins February 1st 2019
 - o For more information on how to apply,
 - o Email: marie.gibbons@osumc.edu
 - o or visit: <https://cancer.osu.edu/pelotoniafellowship>

- The EED's Pattern of Administration (POA) has been added to our website. Please review it at <https://eed.osu.edu/welcome-eed/administrative-documents>.

- **Staff Manager Development Grant – Apply YEAR ROUND**
 - o Managers, are you looking for professional development opportunities to help you increase your managerial skills and effectiveness? The staff manager development grant provides financial support to assist staff managers seeking to sharpen management skills, encourage participation in activities that further professional development and enhance behaviors that support the university's values.
 - o Grants of up to **\$1,000 for individuals** will be awarded for staff manager participation in management workshops and programs, seminars, conferences or other activities held at The Ohio State University. **Grant applications are now accepted year round.** Applications should be submitted one month prior to the development activity to allow time for review and registration, if the grant is awarded. Examples of OSU providers
 - o Apply here: <https://gatewaytolearning.osu.edu/professional-career-development/staff-development-grants/staff-manager-development-grant/>

- As the year continues, there are many opportunities for excellence to apply to. Email ENG-EEDFrontDesk@osu.edu with "Weekly Email" in the subject line if you know of any others!

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1. [You can easily publish and share your work on EngineeringUnleashed.com using the cards feature. Card is our term for a container of content - it's where you can find curriculum, tools, presentations, and all sorts of resources. You can also find and search for content already shared on the site.](#)

EED Faculty and Staff Meeting Action Items

- Carmen Security- Please contact Dick Busick if you would like to engage in conversations with OCIO about BuckeyePass protecting CarmenCanvas.

- EED Budget Presentation- The budget presentation from EED Business Manager, Brook Rome, can be found in this week's faculty and staff meeting folder for review.
- KEEN Travel- Alex McSurley hosted a how-to for travel for KEEN conference attendees on Wednesday, September 26. Contact Heidi Frye for follow up information if you are attending the 2019 KEEN Conference.
- Dean's Advisory Council- If you are available to offer assistance for the Dean's Advisory Council November 9, please contact Ann Christy and Lisa Abrams ASAP. They are looking for faculty and staff interested in topics of faculty evaluation and industry advancement for engineering education Ph.D. graduates.
- APT- The vote for the EED APT document will occur October 19. People with interests in particular parts of the document (e.g., lecturers for lecturer portion) should review and comment prior to the next faculty and staff meeting.
- Executive Committee- We need to discuss the composition of the EED Executive Committee. Many suggestions were made during the meeting. Ideas about the composition of that committee can be presented offline for presentation at the next faculty and staff committee meeting.
- Committees- There is a suggestion to create a sandbox page for committee updates. Until it is developed, place committee updates (e.g., agendas and minute meetings) in a folder for faculty and staff minute meetings. Committee chairs and vice chairs should come to the next meeting ready to discuss the repopulation and term limits of the executive committee.
- SILT Soiree- The Soiree will be held on November 28 from 6:30 – 8:30 p.m., location Scott E100.

Reminders

- Conference room phone number 614-292-4486
- Front desk phone number 614-292-7923
- Please put all the furniture back as you found it in the Smith lab rooms.
- The front desk staff will be cleaning out the refrigerator on Friday afternoon. They will throw out anything without a name on it. Thanks for your cooperation!

- Need storage space for your confidential research data? Please submit an IT help ticket to submit a request. <https://engineering.osu.edu/> click on the Intranet link at the bottom and select Helpdesk.
- Whether you are enrolled in an Ohio State medical plan or not, be sure to get a flu vaccination so you're ready to fight the winter flu bugs! All benefit-eligible faculty and staff can get vaccinated at a convenient on-campus location while supplies last. For details or to register for an appointment,
 - o <https://osuhealthplan.com/members/flu-vaccinations>
- Please get a T number before paying for any travel, conference fees, hotels, etc.
- If you are getting emails saying you're running out of space, archive! Put in an IT Help Ticket (go to College of Engineering website) to get the 15 minute solution.
- Have a potential news story?
 - o [Submit Here](#)
- If you have a small project for one of our front desk student assistants, contact Lisa Abrams (abrams.34@osu.edu) who will assign the work requests. Please submit any requests at least a week in advance.
- Do you have a message or event you'd like to see highlighted on EED's social media platforms (e.g. Twitter, Facebook)? Email your posts to ENG-EEDFrontDesk@osu.edu with "EED Social Media" in the subject line.
- Do you have an announcement or message you want to see in the next weekly email? Email the ENG-EEDFrontDesk@osu.edu with "Weekly Email" in the subject line.

Have a wonderful rest of the week!



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COLLEGE OF ENGINEERING