

ENGINEERING FACULTY COUNCIL, November 9, 2021 11:00 a.m. – 11:50 a.m.

Meeting Minutes – Rob Kunz Secretary.

1. Permission to record
2. Approval of minutes for the meeting of October 12, 2021 – Approved
3. Deans Report – Peter Butler – See attached Appendix 1 for summary
 - a. Anthony Atchley: update on leadership searches: 4 dept heads (Biomed E, ESM, EE, SEDTAPP), Associate Dean for Education. Constitution bylaws discussions are continuing, COE P&T guideline latest rev with Dean and Associate Deans for comments. COE Strategic plan kickoff planned for December 6: 6 goals, 5 year plan.
 - b. Faculty Equity & Inclusion: - Tonya Peeples/Shelley Stoffels: Comments on Series of events associated with indigenous people month, Discussion regarding LGBT concerns regarding Milo Yiannopoulos visit, Rainbow Engineering Network proceeding, proposals soon for an LGBT faculty affinity group, incorporation of COE stand on DE&I in constitution. Then after item c below TP presented three slides related to DE&I in COE and these are included in Appendix B.
 - c. Assistant Dean for Curricular Innovation and Program Assessment: -Ivan Esperagoza: Ongoing activities in prerequisite enforcement – hopefully something in place by F22. New curricular innovation management system – replacing old system – new one up in January,
 - d. Graduate Studies Affairs: - George Lesieutre. Update on COE Research Expenditures: \$993M for PSU (down a little due in part to Covid), \$182M for COE (up from \$150M) – new faculty lead to intern funding increase (startups). Assignment of Credit form discussion/confusion: needed for expenditure allocation and disbursement - important for multiple investigator projects, should represent relative intellectual technical contributions of participants – not necessarily tracking budget allocated. Grad school is taking on some initiatives related to graduate student professional development. Career A2I – mostly focused on non-STEM. Grad school developing a parental leave policy for grad students. COE has hired a graduate student coordinator, Stephanie Kauffman.
4. Update from Undergraduate Studies Committee – Rob Leicht: No undergraduate proposals this month
5. Update from Graduate Studies Committee – Mehdi Kiani
 - CSE 587 – Course Add – Approved
 - ESC 531 – Course Add – Approved
6. Update from Engineering Technology Committee - Ram Rajagopalan: No proposals this month – one is undergoing full consultation
7. Update from Faculty Senate - Alok Sinha: Revision of AC80 OUTSIDE BUSINESS ACTIVITIES and PRIVATE CONSULTING is still going on. Senate is considering

what constitutes training for starting to teach World Campus classes, since PSU WC has dropped from #1 to #10.

8. Update from Grad Council – Michelle Vigeant: See attached Appendix 3 for summary
9. New Business – none
10. Adjourned

Appendix 1 – Peter Butler: Dean’s report:

- EFC update
 - Mandate issues; supervisors have received names of those who have not indicated that they have been vaccinated
 - May stay with the Dec 8th deadline (still unsure)
 - Update on how to handle those not in compliance will be forthcoming
 - <https://virusinfo.psu.edu/vaccine-information/>
- The [2021 December break is extended](#) in "appreciation of employee contributions during the past two years to safeguard the health of the Penn State community, advance the University’s strategic goals, and serve the community with excellence." Offices closed Friday, Dec. 17, 2021, and will resume at normal starting times on Monday, Jan. 3, 2022
 - Registrar's processes have been updated to accommodate for this
 - Importance of getting grades in on time
- Applications for COE are up for early action relative to last year and 2 years ago
 - For UP
 - 2019: 5394
 - 2020: 3441
 - 2021: 6862
- A few university initiatives are progressing
 - Student laptop requirement initiative
 - Effective fall 2023
 - Remote synchronous instruction
 - Report to Provost by end of this fall
- I think many of you have heard that I will be returning to my faculty position sometime in the Summer of 2022
 - A search has begun to look for the new ADE
- Finalists for Grad School Dean have been interviewing

Appendix 2 – Tonya Peeples: DE&I Presentation:

Goal 1: Equity Action Plan
Goal Lead- Tonya Peeples

OBJECTIVES

- #1 Aspirational Culture
- #2 Habitual Equity & Inclusion
- #3 NSF Best Practices ADVANCE
- #4 Faculty Promotion Criteria
- #5 Faculty Post Doc Program
- #6

Each Objective:
✓ 5 Year Timeline
✓ Team Members
✓ Survey
✓ Draft Plan
✓ Stakeholder Feedback
✓ Implementation
✓ Audit and Assess

Slide 9 of 20 English (United States)

Equity Action Plan Development Principles

- Engage stakeholders.
- Enlist community in developing the plan.
- Make sure that stakeholders can see that the college has collected the input and is making plans to act on that input.
- Frame the “Why” and “What” for the equity action plans.
- Provide literature and evidence-base for some of the “How”.
- Identify Metrics and Key Performance Indicators.
- Map the equity action projects on to the COE and PSU strategic plans.

Slide 10 of 20 English (United States)

The overarching COE Equity Actions apply to all stakeholders.



Engage

Engage College of Engineering stakeholders

- in continuous equity action process.

Deepen

Deepen Knowledge and Leadership

- to advance equity and inclusion within the college and in partnership with engineering professional communities by providing education, training, and professional development

Advance

Advance community members equitably

- by being responsive to the needs of diverse engineering constituents in supporting access to career advancement, engineering facilities, programs, resources, and services

Recruit

Recruit people who contribute to diversity, equity, and inclusion efforts into all units and programs.

- by developing a culture that uses continuous holistic processes to prepare and invite, admit or hire constituents who contribute



Appendix 3 – Michelle Vigeant: Report on Graduate Council Activities for EFC,
11/09/2021

1. Policy on remote exams for graduate students – extended for Fall 2021; if a student requests an in-person exam for Fall 2021, faculty should make every effort to accommodate this request.
2. Vice Provost for Graduate Education and Dean of the Graduate School Search (Dean Vasilatos-Youngkin is retiring)
3 candidates have interviewed thus far: Rose Marie Ward (Miami University, Oxford, OH), Michael Verderame (PSU), Christine Getz (University of Iowa), and #4 TBA
3. Launch of the ombudsman program for graduate students last month:
<https://gradschool.psu.edu/graduate-student-life/graduate-student-ombudsperson-program/>
4. In progress is the development of a *recommended* graduate student vacation policy (it will not be required). This is somewhat related to the revision of the formal short-term leave policy for graduate students that was established in December 2018 with minor updates in Nov. 2019:
<https://gradschool.psu.edu/graduate-education-policies/gsad/gsad-900/gsad-906-graduate-student-leave-of-absence/>
5. GC terms have been changed from 2 years to 3 years; this will be applicable to those elected starting next AY 22-23. This change was made to accommodate a change to the chair structure, with 1-year terms for chair-elect, current chair, and past-chair.
6. Faculty should be reminded of standing policy *GCAC-803: Procedures for Termination of the Degree Program of a Graduate Student for Unsatisfactory Scholarship*:
<https://gradschool.psu.edu/graduate-education-policies/gcac/gcac-800/gcac-803-procedures-termination-unsatisfactory-scholarship/>
7. GCAC-401 Satisfactory Scholarship policy was updated to include graduate certificate programs, PA Dept of Ed certification programs, and on-degree students. Same as policy that was applied to to students enrolled in a graduate degree program was applied to these other categories of graduate study: students must maintain a minimum GPA of 3.00 to remain in good academic standing
8. Similar to Fall 2021, graduate assistants and trainees may request adjustments to in-person activities.