

**ENGINEERING FACULTY COUNCIL**, December 14, 2021 11:00 a.m. – 11:51 a.m.

Meeting Minutes – Rob Kunz Secretary.

1. Permission to record - Approved
2. Approval of minutes for the meeting of November 9, 2021 – Approved
3. Chair Report – Puneet Singla – No report
4. Deans Report – Peter Butler – See attached Appendix 1 for summary
5. Update from Graduate Studies Committee – Mehdi Kiani
  - AE 573 – Course Add – Approved
  - CSE 547 – Course Add – Approved
6. Update from Faculty Equity & Inclusion (FEI) Committee - Stephanie Velegol:  
Committee has met a few times, presented and discussed EFC charge to FEI:

Charge to FEI committee from EFC  
December 8, 2021

The faculty equity and inclusion committee (FEI) within the engineering faculty council (EFC) is charged with representing the engineering faculty and the EFC on issues related to faculty equity and inclusion within the College of Engineering. Initially, the committee will advise on the creation and roll out of the equity action plan (EAP) and Goal 1 of the strategic plan. The scope of this committee within the EAP and strategic plan include the creation of affinity groups, mentoring of faculty (and training of mentors), promotion and tenure, and inclusive hiring practices. As the EAP is being rolled out, the FEI committee will provide feedback from the ground on both the priorities and implementation of these initiatives. Specifically, the committee will meet monthly with Prof. Tonya Peeples, Associate Dean for Equity and Inclusion and/or Prof. Shelley Stoffels, Assistant Dean for Faculty Equity, to discuss a particular part of the EAP implementation. This meeting could also include other deans and/or faculty within the College of Engineering as they pertain to the EAP. The FEI committee will also report back to the EFC during their monthly meetings.

7. Update from Faculty Senate – Alok Sinha – Revision of AC80 OUTSIDE BUSINESS ACTIVITIES and PRIVATE CONSULTING passed. AC77 has been rolled into AC80 for faculty. AC77 will be for staff. A forensic was carried out on micro-credentialing and the role of the senate in this. Per P. Bulter question some details on the micro-credentialing: Two questions came up at senate meeting: 1) what kind of credentialing does your unit offer or plan to offer, how do these differ from certificates – what benefits and disadvantages are there with micro-credentialing. 2) What specifically is the role of the senate in this? Credit bearing vs. non-credit bearing. These discussions were “forensic” – no position yet by senate.
8. Update from Grad Council – Michelle Vigeant – See attached Appendix 2 for summary
9. New Business – none
10. Adjourned

## Appendix 1 – Peter Butler: Dean’s report:

### Undergraduate:

#### UP CoE Application, Admit, Accept

Terms	Application	Admit	Accept	Admit/AppI	Accept/Admit	Accept/AppI
SUFA19	11664	3455	54	29.6%	1.6%	0.5%
SUFA20	11208	3886	167	34.7%	4.3%	1.5%
SUFA21	11646	2350	96	20.2%	4.1%	0.8%
SUFA22	12922	5559	164	43.0%	3.0%	1.3%

**Use this table to get the accurate count of admit and paid accept.**

**Application count:** Only includes those who applied to UP CoE.

**Admit count:** Include all admitted to UP CoE, even if they didn't apply to UP CoE.

**Accept count:** A subset of Admit.

Our goal will be about 1750 new students in UP COE (max of 1850; min 1700)

### Graduate

Degree	MENG			MS			PHD			Total		
Term	App	Admit	Accept	App	Admit	Accept	App	Admit	Accept	App	Admit	Accept
FA21	98	18	4	1066	133	67	991	25	17	<b>2154</b>	<b>176</b>	<b>88</b>
FA22	103	33	16	1062	48	25	890	40	23	<b>2054</b>	<b>121</b>	<b>64</b>

### Senate:

Senate voted in April 2021 to remove gendered terms from course and program descriptions. Currently, departments do not need to do anything.

Ivan Esparragoza had a meeting with Jeff Adams and William Kenyon to talk about the legislative action for the removal of gendered and binary terms from courses and programs descriptions. William, the co-chair of the Senate Committee on Curricular Affairs, expressed that the intention is that the UFS completes the editorial work and not the faculty or departments.

Jeff summarized the conclusions of the meeting as follows:

- We should wait for CIM to use the system for that purpose.
- The Senate office should complete this administrative work. Jeff will socialize this idea with the Senate.
- The Senate should assess the amount of work needed for this task to determine if the administrative team in the Senate needs additional support.

## Administrative Enrollment Controls

These are due to the office of Undergraduate Education on January 30

§ A minimum cumulative GPA for students to be entered into each controlled major, consistent with a projection of demand and anticipated enrollment capacity of the program as of fall 2022. Students who achieve this GPA will be eligible for the major.

§ A list of any C-required courses that need to be completed as a prerequisite to entering the major, and if desired, a minimum aggregate GPA across these selected courses.

§ The credit window, including a minimum of no less than 29.1 and a maximum no more than 74.0, during which students who believe they have met the entrance criteria can request admission to the major.

§ A description of the advising and resources that will be provided to assist students through the ETM process.

Current enrollment controls:

### COLLEGE OF ENGINEERING

Major	Minimum Cumulative GPA	Credit Window	Courses
Aerospace Engineering (AERSP_BS)	3.10	29-55 graded Penn State credits (excludes transfer and AP credits)	Courses required with a grade of C or better: <a href="#">CHEM 110</a> , <a href="#">EDSGN 100</a> , <a href="#">MATH 140</a> , <a href="#">MATH 141</a> , <a href="#">PHYS 211</a>
Biomedical Engineering (BME_BS)	3.00	29-55 graded Penn State credits (excludes transfer and AP credits)	Courses required with a grade of C or better: <a href="#">CHEM 110</a> , <a href="#">EDSGN 100</a> , <a href="#">MATH 140</a> , <a href="#">MATH 141</a> , <a href="#">PHYS 211</a>
Chemical Engineering (CHE_BS)	3.00	29-55 graded Penn State credits (excludes transfer and AP credits)	Courses required with a grade of C or better: <a href="#">CHEM 110</a> , <a href="#">EDSGN 100</a> , <a href="#">MATH 140</a> , <a href="#">MATH 141</a> , <a href="#">PHYS 211</a>
Computer Engineering (CMPEN_BS)	3.10	29-55 graded Penn State credits (excludes transfer and AP credits)	Courses required with a grade of C or better: <a href="#">CHEM 110</a> , <a href="#">CMPSC 121</a> or <a href="#">CMPSC 131</a> , <a href="#">MATH 140</a> , <a href="#">MATH 141</a> , <a href="#">PHYS 211</a>
Computer Science (CMPSC_BS)	3.10	29-55 graded Penn State credits (excludes transfer and AP credits)	Courses required with a grade of C or better: <a href="#">CMPSC 121</a> or <a href="#">CMPSC 131</a> , <a href="#">CMPSC 122</a> or <a href="#">CMPSC 132</a> , <a href="#">MATH 140</a> , <a href="#">MATH 141</a> , <a href="#">PHYS 211</a>
Industrial Engineering (IE_BS)	2.70	29-55 graded Penn State credits (excludes transfer and AP credits)	Courses required with a grade of C or better: <a href="#">CHEM 110</a> , <a href="#">EDSGN 100</a> , <a href="#">MATH 140</a> , <a href="#">MATH 141</a> , <a href="#">PHYS 211</a>
Mechanical Engineering (ME_BS)	3.00	29-55 graded Penn State credits (excludes transfer and AP credits)	Courses required with a grade of C or better: <a href="#">CHEM 110</a> , <a href="#">EDSGN 100</a> , <a href="#">MATH 140</a> , <a href="#">MATH 141</a> , <a href="#">PHYS 211</a>

## Appendix 2 – Michelle Vigeant: Report on Graduate Council Activities

1. Due to recently approved revisions to the Graduate Council Bylaws and Standing Rules, colleges need to hold Graduate Council elections by February 1, 2022. Recall that terms will be now be 3 years instead of 2 to accommodate 3 year chair appointment (elect, current, past).
2. **Graduate and Professional Student Association (GPSA)** is advocating for changes to the Sexual Misconduct Survey through *Resolution 71-08*, which endorsed the Schreyer Gender Equity Coalition’s recommendations, including the recommendation that Penn State participate in the Association of American Universities (AAU)sexual misconduct survey and integrate questions about sexual misconduct into future Penn State community climate surveys.
3. Proposed changes to **GCAC-611 Minor – Research Doctorate**. These changes include the following:
  - **MAJOR CHANGE:** Impose a limit of no more than 3 credits for the graduate minor to overlap with credits for the graduate major program. Main discussion points:
    - Council members raised concerns about the proposed limit of 3 credits to overlap between the graduate major and minor, particularly that this may require students to take additional course work to fulfill requirements. There was a suggestion that the proposed revision allowing graduate major program and graduate minor program heads to approve the student’s course work for the minor instead of requiring the Graduate School to verify the minor course work will alleviate many concerns. Several members suggested allowing program heads more flexibility over how many courses may be double counted rather than stating a specific minimum. Others expressed concern that there should be some meaningful threshold that needs to be met to justify an additional credential, to avoid diluting its value.
    - It was noted that the issue of double counting credits is also under consideration regardingGCAC-208 Dual-Title Graduate Degree Programs, currently under discussion in the Committee on Programs and Courses. Graduate Council might want to consider its position on this issue more broadly to align these two policies, if appropriate.
  - Additional changes:
    - State credits to count towards the minor must be approved by the graduate major program and graduate minor program heads (and will no longer be verified by the Graduate School using course abbreviations/prefixes).
    - Drop the requirement to declare the minor prior to establishing the Ph.D. committee and retain the requirement to declare the minor prior to scheduling the comprehensive examination.
    - Note that the program head, Ph.D. committee, and dissertation adviser may advise the Ph.D. student to pursue a minor.
    - State the graduate major program head is responsible for judging the suitability of the minor field, in consultation with the dissertation adviser, Ph.D. committee, and graduate minor program head.
    - State the graduate minor program head is responsible for advising students on courses taken for the minor and certifying that requirements for the minor have been met.

- Add a deadline that minors must be declared before the end of the add/drop period to be added to the student's record in that same semester.
- There was extensive discussion. More is scheduled for 12/15/21 meeting and vote will be postponed to Jan 2022 meeting.