

MEETING MINUTES

Engineering Faculty Council

Date: December 12th, 2023

Time: 11:00 AM – 1:00 PM

Location: Zoom

Attendees: Stephanie Velegol, Robert Leicht, Tracey Carbonetto, Keefe Manning, Rebecca Passonneau, Lucas Passmore, Quishi Chen, Sachin Gore, Amanda Johnsen, Samia Suliman, Greg Huff, Spencer Szczesny, Susan Stewart, Jacquelyn Huff, Shelley Stoffels, Eric Donnell, Robert Rabb, Christine Masters, Ivan Esparragoza, Amy Corbett, Lisa Petrine, Jared Butler, Tonya Peeples, Sarah Zappe

Summary:

- Chair Stephanie Velegol called the meeting to order and asked for approval to record – Approved.
- Stephanie asked for approval of the meeting minutes from the November 14th, 2023, meeting. A motion was made by Greg Huff to approve and seconded by Samia Suliman.
- Chair's Report – Stephanie Velegol:
 - Stephanie reported on the continuing work to update the constitution. A group will meet on Dec. 14th to complete the update. Update will be shared with EFC.
 - The EFC Report Out Slide is available the Friday after the meeting. The leadership team meets to discuss important points to include after which the slide will be distributed to all members. Please share with respective departments.
 - Stephanie mentioned the continuing discussion with ENGL 202C; Ivan will report out later in meeting.
- Dean's Report-Tonya Peeples
 - Tonya reported on her thoughts on the KEEN initiative presented by Sarah. Also mentioned that research accounting is undergoing transformation as well as added comments on the (new) funding model.
 - Council of Deans responding to congressional panel with Presidents from MIT, Harvard, UPenn, with a PSU values statement.
 - Concerns with FY26 budget as enrollment decline anticipated- importance placed on efficiencies to compensate.
 - Task forces being formed to address administrative efficiencies, budget allocations, student success, curriculum considerations, and workload.
 - Tonya also mentioned BS in AI to be shared among colleges. Head counts/credits/cost share will have to be addressed.
- Associate and Assistant Deans–
 - **Shelley Stoffels**-Shelley mentioned Grad Council Elections with nominations due January. Stephanie and Tom will be part of the nominating committee.
 - Shelley also stated elections to first level review committee nominations for professional track promotions will take place along with P&T and sabbatical leave review committee nominations.
 - Shelley also emphasized that alternates are needed for all of these committees.
 - **Rob Rabb**-Rob mentioned international collaborations are underway with Indian universities, Letter of Interests have been written for two schools. A checklist and list of requirements has been formalized to ensure consistency of process.

- **Eric Donnell**- no report
- **Christine Masters**- Academic Integrity case load is down compared to this time last year. Discussions are continuing with the integration of AI and AI.
- **Ivan Esparragoza**- Ivan is working on the ENGL 202C issue using ME 202C as the test case. However, states that hands are tied with this issue- some members spoke out that course/etc. not meeting the need of engineering students/faculty. Comp Sci ABET fall 2023 visit is now in evaluation phase. Will pass on results/assessment.
- **Sarah Zappe**- reported out on the Engineering Unleashed program founded by KEEN who wants to partner with PSU CoE. Focus on entrepreneurial learning and professional skills. Letter of Intent will be written and faculty will be asked to sign. Foundation is mission aligned and focuses on sustainability within the engineering education realm. Sachin and Spencer have attended conferences/programs. Tonya supports this initiative stating this falls under the “engineers create value” statement and KEEN can provide an impact to curricula and innovation.
- Undergraduate Council- Lakshmanan Sockalingam
 - No report.
- Undergraduate Studies Committee – Lucas Passmore
 - Ivan presented course proposals for CE 423, IE 475- both passed but must make sure we have quorum- if not, we will revote.
- Graduate Studies and Research Committee – Keefe Manning
 - The following courses are ready to move forward (data on Teams) after we check if we had quorum.
ASP 562, EE 519, IE 583, MoAE capstone professional course.
- FEI Committee – Spencer Szczesny
 - The FEI committee has formalized an equity and inclusion statement to be included on course/program add proposals. This prompts consideration to these factors. There may be cases where this is not applicable.
 - Aiming to adopt consistent FEI language across university and college.
 - Contributing to the examination of policies such as parental leave.
 - Survey results to be analyzed for pulse on DEI culture.
- Grad Council- Susan Stewart
 - Susan mentioned council approved GCAC 463 Research Maters
 - Also looking at minors with minimum of 500 level courses.
- Faculty Senate- Samia Suliman
 - Looking at University Senate Committees – 13 standing committees
 - Focus on mental health initiatives.
 - Commonwealth Campus governance, assuring representation.

New Business – Stephanie

- No new business.

Meeting adjourned at 12:15 PM

Meeting Minutes prepared by: *Tracey A Carbonetto*

Tracey Carbonetto, Secretary

