

MEETING MINUTES

Engineering Faculty Council

Date: August 22nd, 2023

Time: 11:05 AM – 12:47 PM

Location: Zoom

Attendees: Rob Leicht, Tonya Peeples, Christine Masters, Daning Huang, Eric Donnell, Gregory Huff, Ivan Enrique Esparragoza, Lucas Passmore, Robert Rabb, Stephanie Velegol, Thomas Skibinski, Tracey Carbonetto (Lehigh Valley), Sarah Zappe, Samia Suliman, Amy Corbett, Jackie Huff, Keefe Manning, Spencer Szczesny, Sachin Gore, Amanda Johnsen, Quishi Chen, Reuben Kraft, Lakshmanan Sockalingam, Rebecca Passonneau, JayInn Burruss

Synopsis:

1. Chair Stephanie Velegol called the meeting to order and asked for approval to record – Approved.
2. Stephanie asked for approval of the meeting minutes from the May 9th, 2023, meeting. A motion was made by Samia Suliman and seconded by Keefe Manning.
3. Chair's Report:
 - Stephanie welcomed all new EFC members and asked all members in attendance to introduce themselves.
 - Stephanie introduced the new leadership in EFC: Stephanie Velegol, Chair; Tom Skibinski, Co-Chair; Tracey Carbonetto (Lehigh Valley), Secretary.
 - Spencer Szczesny is the FEI Chair (Dean's appointee), Keefe Manning is Grad Chair, Lucas Passmore is UG Chair.
 - Stephanie announced an initiative to develop a brief slide presentation after each EFC meeting to be shared at department meeting, etc. The idea was well-received. The slide presentation will be posted in Teams and/or emailed to members. It was also suggested for members to request standing time at Executive Committee meetings to present this information.
 - The ombudspersons were announced:
 - Rebecca Passonneau (CSE) (3-year term, ends August 2026),
 - Matt Parkinson (SEDI, ME, IME) (ends August 2025),
 - Fan-Bill Cheng (ME) (ends August 2024)
 - Stephanie reminded the committee of the Dean search; August 28th is the deadline for application. Stephanie is on the search committee.
4. Dean's Report – Tonya Peeples:
 - Tonya stressed the ongoing budget issues which is targeted to be balanced by 2025.
 - Tonya stated that the University is looking into the issues of services, staffing, and hiring efficiencies although these have been affected by the lack of progress with the state's legislation and budget appropriations. She acknowledged the strain affecting the research faculty with limited staff/reductions/hiring freezes along with the strain affecting all of us.
 - Tonya announced that the undergraduate population in CoE stands at 8400. The incoming class is at 1874, 350 less than last year although some students may be classified under DUS and this number is close to the target.

- Tonya mentioned that Enrique Gomez will continue to update the EFC on DEI initiatives within the CoE.
 - Tonya continued with the actions to continue to serve students, faculty and staff and emphasized administrative efficiencies, academic collaboration and staff representation as goals. A discussion of work-life balance given the prevailing environment ended with Tonya asking what can we not do.
5. Associate and Assistant Deans:
 - Eric Donnell commented on the success in research and the busy fiscal year. External funding was up 9% at \$144.5 million and proposal funding was up 32% to \$664 million. A general increase in activity of 3-4% with more than 100 proposals written to date.
 - Robb Rabb said that he is involved in an initiative to maximize classroom utilization beyond the 10am to 2pm period.
 - Sarah Zappe said the Leonard Center is offering training in technical writing (Michael Alley), activities to develop an entrepreneurial mindset, community building events, and campus walks to promote wellness.
 - Christine Masters said that students will incur additional fees when registering for more than 19 credits per semester. Christine mentioned that AI is being addressed to a greater extent than just mentioning something on syllabi.
 - Ivan said an ABET visit has been scheduled for compsci for 10/1-3. Several other programs will be due for renewal in 2024-5.
 6. Undergraduate Studies Committee – Lucas Passmore
 - Upcoming- eight proposals
 - Upcoming- 3 proposals for Engineering Technology (Tracey)
 7. Graduate Studies and Research Committee – Keefe Manning
 - A focus on undergraduate and graduate research students with respect to being covered by workman’s compensation which students who are on fellowship are not covered was discussed along with the legal standing for students to be paid in some instances (REUs for example); committee is looking to Eberley for guidance.
 - Discussion on reclassification of TAs to Ras and general attrition of Tas on impact to teaching.
 - Discussion on the consistency of CITI training and the role of risk management on research.
 8. FEI Committee – Spencer Szczesny
 - Is reporting out on a 2-year survey gathering feedback on general policy for impact on equity. This survey captures the climate of equity. Faculty will be asked for input.
 - Several faculty members attended the Big Ten DEI Conference in Atlanta, GA (Enrique, Spencer, Sarah).
 9. Faculty Senate – Samia Suliman
 - Reported on the meeting held July 11. Discussion on the new HR staff classification; some confusion as the classification appears to be a demotion but no reduction in pay.
 - Recent Supreme Court decision on Title IX was discussed as to the impact this ruling will have on the university especially within the DEI/FEI context.
 - Workload equity guidelines are being developed.
 10. Graduate Council – Eric Donnell

- Mentioned other topics covered in the July 11th Senate meeting including the proposed opening of the Dickinson School of Law and the Affirmative Action decision handed down by Supreme Court.
11. Proposed agenda for 2023-24 was discussed with reference to the Constitution; work will resume on this initiative.
 11. New Business – Stephanie
 - No new business.
 12. Meeting adjourned at 12:47 PM

Meeting Minutes prepared by: *Tracey A Carbonetto*
Tracey Carbonetto, Secretary