

MEETING MINUTES

Engineering Faculty Council

Date: May 7th, 2024

Time: 11:00 AM – 1:00 PM

Location: Zoom

Attendees: Stephanie Velegol, Tracey Carbonetto, Rebecca Passonneau, Cibir Raj, Samia Suliman, Lucas Passmore, Sachin Gore, Amanda Johnsen, Jacquelyn Huff, Shelley Stoffels, Eric Donnell, Robert Rabb, Ivan Esparragoza, Amy Corbett, Lisa Petrine, Jared Butler, Spencer Szczesny, Enrique Gomez, Christine Masters, Tom Skibinski, Rob Leicht, Qiushi Chen, Jason Nachman, Alfonso Mejia, Brad Sottile, Gary Gray

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 April 16th, 2024, meeting. A motion was made by Lucas Passmore to approve and seconded by Samia Suliman.
- **Chair's Report – Stephanie Velegol:**
- Stephanie and Tom will take over the final draft and approval for the constitution. We would like to thank Rob Leicht for his dedication to this important work. Final considerations with academic integrity committee as a stand-alone and other factors.
- The EFC Report Out Slide is available the week after the meeting. Please share with respective departments.
- Stephanie welcomed the **new EFC department representatives** to EFC. Brad Sottile, CSE, Gary Gray, ESM, Seong Kim, ChE, Rick Mistrick, AE, Alfonso Mejia, CEE, Eric Greenwood
- **EFC Leadership Team:** Tom Skibinski, Chair; Stephanie Velegol, Immediate Past Chair; Lucas Passmore, Vice-Chair; Tracey Carbonetto, Secretary.
- **Discussion continued on the pass/fail policy currently before Faculty Senate.** Current policy includes an 18-credit maximum with no more than 7 credits P/F in one semester. Students must indicate their intention before the LD deadline. Implications to students dropping below the full-time credit limit and to GPA considerations were discussed. Questions concerning the authority of the departments to indicate which courses were eligible for P/F.
- **Dean's Report-** given by Shelley Stoffels; letters for tenure-line promotions will be delivered this week. Non-tenure line promotions notified last week.
- **Associate Deans' Reports-**
- **Shelley Stoffels** discussed the policy/guidelines to the promotion to the highest rank. These guidelines have been approved. These can be found in the TEAMS channel. The peer assessment of teaching was then discussed. Shelley mentioned that whatever might be approved, the departments may retain the authority to be more restrictive (especially in terms of frequency per rank/title). Shelley reminded everyone that this assessment is to be holistic rather than summative. Teaching reflection(s) need to be included in dossiers.

- **Rob Rabb** discussed the upcoming CompSci retreat. Also, the BS in AI that will be offered will be specific to the colleges.
- **Assistant Deans' Reports**-Chris Masters informed us that NSO is beginning immediately at the close of the semester. Ivan mentioned the redesign of FYS courses, making these more standard in line with ABET guidelines.
- **FEI Committee- Spencer Szczesny**
 - Continued discussion on DEI consideration in course proposals/ degree requirement changes, etc. A discussion on hidden curriculum was held. EFC voted to add the DEI requirement to course proposals/modifications/degree requirements.
- Undergraduate Studies Committee – Lucas Passmore
 - IE 305 changes approved (100% voting in favor)
- New Business – Stephanie
Stephanie reminded everyone that these meetings are slated for a 2-hour period.

Meeting adjourned at 12:45 PM

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