MINUTES: Engineering Faculty Council  
Meeting No. 9, October 26, 2009; 3111 SC

Council Members:

In attendance: A. Guymon, N. Grosland, D. Lee, S. Reddy, Dean A. Scranton  
Absent: K.K. Choi, Dean P.B. Butler

Proceedings:

- Meeting was called to order at 11:05 am
- Minutes from Meeting No. 8 were approved.

Announcements

- A. Guymon reported that the TRIP was no longer an option for addressing the budgetary cuts. Rather temporary benefit cuts have been proposed (i.e., from a 10% contribution to 8%).
- Dean Butler will provide an update of the budget situation next week during the State of the College Address.
- Dean Butler presented the Graduate Education Task Force reports late last week. The individual departments appear to be strong.

Committee Charges

Curriculum Committee

- The Council discussed the Curriculum Committee charges for AY2009-2010. The charges were drafted based on the recommendations from the CC as well as those solicited from the faculty. Note that the following recommended charges were tabled for consideration during AY 2010-2011.

  - Continue to monitor the effectiveness of the newly introduced "Grabbing the Globe" lecture series in satisfying the stated goals of the college global awareness initiative and ABET outcome, paying particular attention to increasing interdepartmental communication in advance of scheduled seminars to make these presentations more available College-wide. If needed, recommend appropriate changes to the series organization or content.

  - Review the math, physics, and chemistry sequence assessment mechanism and results, in order to determine if these important sources are serving the needs of the College curriculum

  - Suggest ways to increase student understanding and exposure to internationally relevant components in our curriculum. Meet with the interim associate provost for International Programs to explore how this charge may be advanced considering University wide goals.

  - To assess the impacts of recent and future budget cuts on our Curriculum. The focus is to be on the impact in course elements that are important to learning. These are to include but are not limited to: 1) the quantity and nature of homework assignments, including the level of grading or other form of vetting, 2) impact on projects and other creative activities, 3) impact on laboratory activities in courses where it is a minor and major component, and 4) effects on assessment and assignment of course loads. Specifically, should continuation of some activity leading to significant increases in course related work be taken into consideration when assigning course loads?
Moreover, the following charge will be addressed by the Teaching Committee.

- Revisit teaching evaluations. Suggestions (not using paper) as to how to increase participation and the effect of the changes (e.g. eliminating required CGA surveys) from last year could be assessed.

**Future Actions**

- The goal for next week is to review and draft charges for the Teaching committee.
- A. Guymon will invite Rachel Crome to be the student representative for the Curriculum Committee.
- Dean Scranton will review the suggestions formulated last year for increasing the response rate for ACE evaluations (e.g., increasing print quota) and present them to the Council next week.
- N. Grosland will update the Curriculum Committee charges per the Council’s discussion, and thereafter circulate the charges to the Council for review.
- D. Lee will draft charges for the Teaching committee to be discussed at next weeks meeting.
- **Next Meeting**  Monday, Nov 02 at 11:00 am; rm. 3111 SC.

- Meeting adjourned at 11:55 am.

Minutes submitted by NM Groslad