EFC Meeting Minutes  
(August 30, 2012)

Present: Professors J. Jessop, J. Kuhl, J. Lu, Thanos Papanicolaou, Associate Dean K. Hornbuckle

1. The meeting was called to order by Prof. Jessop at 1 PM.

2. Prof. Jessop initiated discussion on the Revised Procedures for review of tenured faculty members. EFC spent time on this in the past to review the document. The provost office has requested additional revisions of the document. Prof. Kuhl suggested getting feedback from faculty based on experience in the past few years on conducting such reviews.

3. EFC discussed whether and how the LEaP committee formed several years ago should be reconstituted. What would be the focus of such a committee given today’s circumstances? It was felt that the LEaP mission should probably be redefined and clarified. Udaykumar asked what the outcomes were from the previous LEaP recommendations. Dean Hornbuckle mentioned several that resulted from the recommendations, which related to dealing with ethics and professionalism issues; the mentioned outcomes included changes to freshman seminar, changes in EPS II homework standards etc.

4. The role of the faculty secretary was discussed. It was asked whether there should be a separate position for secretary of faculty or whether the EFC secretary would just serve as faculty secretary. This will require changes to the college policies and therefore require faculty inputs.

5. EFC will discuss and formulate guidelines and best practices for faculty to use in dealing with academic misconduct. Dean Hornbuckle already has made a start on this issue which will be addressed in future discussions in EFC as well as in the appropriate subcommittee.

6. The ACE survey response issue was brought forth as a topic for further consideration in this AY by the responsible subcommittee and EFC. The issue is to make ACE surveys more robust by increasing student participation.

7. Electronic nominations and elections were discussed to speed up the process of appointing faculty to positions such as EFC members. Necessary changes were urged to make e-voting possible as the present paper-based technique is too time consuming.

8. In the previous semester EFC was participating in a brown bag lunch gathering to encourage faculty participation. Prof. Jessop inquired if EFC should continue to organize such a gathering. It was decided to not pursue this practice this semester.
9. Standing committee memberships were reviewed, committee chairs were selected and candidates for filling vacant positions were discussed. Prof. Jessop (EFC chair) will follow up to seek faculty to fill the positions.

10. The meeting adjourned at 2 PM.

Prepared by: H. S. Udaykumar