EFC Meeting Minutes  
(Sept 6, 2012)

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

1. The meeting was called to order by Prof. Jessop at 1:30 PM.

2. Minutes of August 30th meeting were reviewed and amended.

3. Prof. Jessop initiated discussion on a point raised by one of the DEOs regarding the issue of including student letters of support in Faculty P&T dossiers. The EFC raised several questions regarding how this requirement would be implemented, including: How many student letters would be appropriate and who would pick the students that could potentially write letters etc. Prof. Lu mentioned that in the new online dossier mechanism for P&T review there is a section for student letters of support and that it would be up to the discretion of DEOs to select students etc. Other EFC members expressed concern over how effective the student letters would be and whether they would be effective measures of faculty teaching/mentoring and that the letters may prove beneficial to some reviewed faculty and not so for others, depending on the quality and quantity of student response. In addition to already anemic ACE forms and the difficulty in obtaining external letters of support the efficacy of student letters and their uniform implementation across the college and across candidates were raised as issues that may perhaps be considered by the CoE P&T subcommittee. The P&T subcommittees should discuss and arrive at best practices for the student letter item in the Dossier.

4. Prof. Jessop reported that the process of constituting the subcommittees for the year is nearly completed and some final committee nominations were sought and discussed.

5. The charges for the Teaching committee were discussed; EFC decided that this issue was deliberated by the teaching committees in the past and should be retained for EFC deliberations this year so that effective measures to implement changes based on suggestions of the previous Teaching committees could be discussed in a more concrete manner.

6. Discussion of the issue of TA allocation and impact on graduate education was raised as an issue that should be deliberated upon by an ad hoc committee; this is becoming an increasingly important issue as the number of TAs decreases in the college.

7. The meeting adjourned at 2:30 PM.

Prepared by: H. S. Udaykumar