EFC Meeting Minutes
(October 4, 2012)

Present: Professors J. Jessop, J. Kuhl, J. Lu, Associate Dean K. Hornbuckle, H. S. Udaykumar

1. The meeting was called to order by Prof. Jessop at 1:00 PM.

2. Minutes of Sept 27th meeting were reviewed, amended and approved.

3. IT committee charges were discussed and finalized.

4. Curriculum committee charges will be reviewed next week. Prof. Jessop asked if EFC should request committees to meet with EFC as a whole or whether liaisons should convey charges to the respective committees. It was generally agreed that liaisons would communicate the charges.

5. Issues tabled for discussion by EFC were reviewed by Prof. Jessop.
   a. Inviting guests to come and talk to EFC: Doug Eltoft from CoE and Aju Agresar from the Optical Technology Center were identified as potential heads of units that could be asked to apprise EFC of their activities.
   b. Discussion of revision of procedures for post-tenure faculty evaluations: is tabled for October 18th meeting.
   c. Other issues to be discussed include LEaP committee reformulation and graduate education and TA allocation issues.
   d. The issue of faculty secretary and the need for such a position was raised by Prof. Jessop. Should EFC secretary double in this role? This will require changes in the manual of procedures and needs further discussion. Also, electronic voting for EFC members needs to be considered.

6. Prof. Kuhl suggested that the LEaP initiative should probably receive priority in light of the upcoming ABET reviews. This may help with demonstrating outcomes. Dean Hornbuckle thought that this was a good idea particularly if the focus was more on the leadership aspects.

7. It was decided to invite Dean Scranton to visit with EFC to discuss issues in the college; suggested topics included the new building fund initiative, LEaP reformulation etc.

8. The meeting adjourned at 2:00 PM.

Prepared by: H. S. Udaykumar