EFC Meeting Minutes  
(February 7, 2013)

Present: Professors J. Jessop, J. Kuhl, H. Udaykumar, J. Lu, Associate Dean K. Hornbuckle.  
Guests (standing committee chairs): Pavlo Krokhmal, Eric Nuxoll, Albert Ratner, Sarah Vigmostad

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

2. Minutes of January 31 meeting were approved.

3. Professor Jessup informed the council that FPOA for MIE DEO is still on hold, pending a  
confirmation from the Dean.

4. Professor Nuxoll presented the Curriculum Committee (CC) interim report. The  
committee has met and distributed charges to members. In the next meeting they will  
follow up with Dean Hornbuckle on the Engineering Math sequence, and will discuss the  
college honors program.

5. Professor Ratner presented the Promotion and Tenure (P&T) Committee interim report.  
The committee has been revising P&T process flowchart. The current flowchart in the  
College of Engineering website is inconsistent with the published documentation  
(Criteria and Procedure for Faculty Appointments, Evaluations, and Promotions). The  
council had a lengthy discussion on the flowchart and made several suggestions for  
revision. The P&T committee will revise the flowchart while seeking inputs from college  
administrators.

6. Professor Vigmostad represented the Information Technology (IT) Committee report.  
With Doug Eltoft, the committee has begun meeting Department DEO’s to learn  
departmental needs for information technology, particular with regard to IT supports for  
online graduate application, student advising and EFA recording. The committee has  
started to investigate the university’s timeline and infrastructural supports for  
implementing the universal design in classrooms. Professor Jessup reminded that this  
should be a joint charge between IT and TC and collaborations with TC could be  
beneficial.

7. Professor Krokhmal presented the Teaching Committee (TC) report. Related to the  
charge on investigating how each department handles nominations of College Teaching  
awards, it was brought to the attention that the teaching committee was no involved in  
the nomination process in the past few years. Krokhmal also reported the committee’s  
early findings related to the impact of increased enrollments on resources and TA  
supports.

8. The meeting adjourned at 2pm.
Prepared respectfully,
Jia Lu, for Thanos Papanicolaou