April 23, 2013 EFC Meeting Minutes

Tuesday, 1:00-2:00 PM
3210 SC

Present: Keri Hornbuckle, Julie Jessop, Jon Kuhl, Jia Lu, H.S. Udaykumar
Guests: Tom Rice, Diane Finnerty

1. Papanicolaou was not able to attend today’s meeting, so approval of minutes from the meetings of March 28, April 2, and April 16, 2013 were postponed.

2. Jessop announced that the end-of-the-semester CoE faculty meeting has been scheduled for May 17, 10:00-11:30 AM, in 3505 SC.

3. Jessop announced that at least one nomination for each position (2-year EFC, 3-year EFC, and Grad Council rep) has been received. The call for nominations will close Wednesday, April 24th. Jessop reviewed the Qualtrics ballot with Jill McNamara. Barring any delays, electronic ballots will be sent to the voting faculty on Thursday, April 25th. The voting period will end on Friday, May 3rd.

4. The EFC discussed with Rice and Finnerty the fixed-term faculty guidelines for lecturers that are being required for each college. The document should be clear and simple, describing current practices, yet allowing room for changes as the role evolves in the College. Rice and Finnerty can provide some examples from CLAS and Law of what has been documented for lecturers in those Colleges already. A draft of CoE guidelines is due to the Office of the Provost by November 1, and a faculty-approved final copy is due before January 1, 2014.

5. After Rice and Finnerty left, the EFC discussed how the CoE will satisfy the lecturer guideline requirements. The EFC charged Associate Dean Hornbuckle with drafting a set of guidelines over the summer for the EFC to review and revise in the fall. An Ad Hoc committee could be convened for this purpose, and it was suggested that having a lecturer on the committee could be helpful.

6. Jessop reported that the MIE FPOA survey has been completed. She hopes to convene the committee of MIE professors to analyze the survey results, interview the MIE faculty, and prepare a final report in the coming week.

7. Jessop will draft the EFC response to the MOOCs and Coursera charge as part of the EFC final report.

8. Jessop will draft a memo to Doug Eltoft that summarizes the changes in ACE survey administration that were discussed and requested at the April 16 meeting.

9. The next EFC meeting will be Tuesday, May 7, 1-2 PM, in 3210 SC. Lu will start the meeting for Jessop since she will be finishing a final exam review for her class. The meeting will focus on the review of the Standing Committee final reports.

Respectfully submitted,

Julie Jessop