In Attendance: Jasbir Arora (Secretary), Soura Dasgupta, Ed Dove, Lia Lu (Chair), and David Rethwisch. Keri Hornbuckle (non-voting ex-officio)

Action items

1. The meeting was called to order at 1:00 PM. Minutes of the 5 December 2013 EFC meeting as distributed were approved by unanimous vote.
2. Announcements. None
3. Discussion of renewable-term Lecturer Guidelines – Draft Document
   EFC received a draft of the “College of Engineering Guidelines for the Recruitment and Retention of Renewable-term Lecturers (FH15)”. EFC appreciated and thanked Dean Scranton for putting together an excellent draft of the Guidelines. Professor Dove distributed some suggestions for changes to the document. EFC discussed several key points in the document in detail:
   - Working title?
   - Initial appointment process? Period of appointment? Vote by departmental faculty?
   - Annual evaluation process?
   - Renewal of appointment; period of appointment?
   - Promotion process?
   - Voting rights?
   - Issue of hiring lecturers vs tenure track faculty

   The EFC is expected to meet with Dean Scranton next week to finalize the document. The EFC also plans to invite current Lecturers in the College to get their further input before bringing the document to the faculty for vote which needs to be done by 1 March 2014.

4. New Business. None
5. The meeting was adjourned at 1:50 PM.

Submitted by Jasbir Arora