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

Action items

1. The meeting was called to order at 3:30 PM. Minutes of the 17 February 2014 EFC meeting as distributed were approved by unanimous vote.
2. Announcements. None
   College Manual of Procedure needs to be updated to reflect change of name of the Information Technology Committee to Engineering Technology Committee and its membership structure. Professor Lu presented changes to the Manual. These changes will be incorporated and the Manual will be sent to the Provost’s office for approval.
   At the May CoE Faculty meeting, a motion will be made to make the Director of the Engineering Technology Centers (ETC) as Ex-Officio member of the Engineering Technology Committee.
4. Old Business.
   (a) FPOA review of CEE DEO Michelle Scherer.
       Professor Lu reported that a review committee of three faculty members of the department has been established. The Committee is expected to submit its report by the end of April 2014.
   (b) Review of Standing Committee’s report.
       Progress of the Teaching Committee work was discussed. The Committee is collecting data about the TA support in the College.
   (c) Support for faculty to use technology in classroom.
       Dean Hornbuckle summarized her discussion about this matter with Doug Eltoft, Director of ETC. It was determined that room 2228 SC is not suitable for faculty’s use to practice classroom teaching technology. It was noted that ECS is more than willing to provide support to individual faculty in their offices who need such support. The EFC recommends that ECS develop and maintain an inventory of equipment suitable for exploring in-classroom innovation for teaching purposes. In addition to providing one-on-one support to faculty, this inventory must be made known to all faculty who can check out various equipment for developing classroom material.
5. New Business. None
6. The meeting was adjourned at 4:10 PM.

Submitted by Jasbir Arora