1. Call to order
2. Approve minutes from EFC meeting #9
3. Announcements / updates
4. Discussion of draft motion to expand the number of seats on the EFC
5. Discuss agenda for December College Faculty Meeting
Key points from the Engineering Faculty Council Meeting #09 October 23, 2018:

1. **Meeting Call:** Professor Stanier called the meeting to order at 11:03 a.m.

2. **Minutes Approval:** The minutes from the October 16 EFC meeting #8 were approved with 4 changes.

3. **Announcements:**
   a. Do we need to meet weekly?
   b. Do we want to meet with the Dean with respect to the agenda for the whole EFC?
   c. AS communicates with Charles Stanier about this.
   d. Jill has scheduled two meetings to discuss how the Ad Hoc committees will work with the Curriculum Committee and workflow.
   e. Scherer will co-chair the Diversity Council – an email about this is coming.
   f. Stanier emailed Jill re setting up an all-CoE December meeting.
   g. Possible Strategic Planning meeting on 5 November.
   h. Will EFC interact with the Diversity Council (DC)? Propose EFC & DC meet on a regular basis TBD.

4. **Technology Committee - Michael Schnieders:**
   a. Related his role with respect to compute capacity.
   b. The TC charges are self-explanatory.
   c. Anything missing?
   d. Mentioned Office 365 security concerns (Wilder).
   e. Public Relations concerns should go to Jason Kosovsky.
   f. How is research being supported by the TC.
   g. Casavant will lead exploration of AIU use.
   h. Improve usefulness of Panopto (may be limited by software capability).
   i. 1505 SC could use technical improvements to furniture.
   j. 1505 SC could use improvements in lighting programming.

5. **Meeting Adjournment:** Meeting was adjourned at 11:47 a.m.
Draft EFC motion

Drafted by charles stanier 11/6/2018

For discussion

Issues – best number of members? Should current composition rules still apply? At large except disallowing two from same department?

Current Departments

<table>
<thead>
<tr>
<th>Department</th>
<th>Accredited Degrees (Programs)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ISE</td>
<td>Industrial Eng.</td>
</tr>
<tr>
<td>ME</td>
<td>Mechanical Eng.</td>
</tr>
<tr>
<td>CEE</td>
<td>Environmental Eng., Civil Engineering</td>
</tr>
<tr>
<td>BME</td>
<td>Biomedical Eng.</td>
</tr>
<tr>
<td>CBE</td>
<td>Chemical Engineering</td>
</tr>
<tr>
<td>ECE</td>
<td>Electrical Engineering</td>
</tr>
</tbody>
</table>

I propose to increase the number of members from 5 to 6, and to leave the composition rules as is (at large, no more than two from one department)

ARTICLE IV. THE ENGINEERING FACULTY COUNCIL

SECTION 16. Duties. The duties of the Engineering Faculty Council shall be as follows:

a. To assist and advise in the conduct of college business in such areas as the faculty or the dean shall request. Such activities shall normally include but not be limited to recommendations concerning

1. Long-range goals and objectives of the college.
2. Short-range college priority items.
3. Allocation of faculty positions, funds, equipment, space, support personnel, and other resources within the college.
b. To prepare items to be included in the agenda of the faculty meetings.

c. To supervise elections.

d. To investigate, and dispose of as it deems appropriate, matters presented to it for consideration by any member of the faculty.

e. To act ad interim in the name of the faculty in emergency situations on matters of curriculum and instruction. Any such action shall be subject to review by the faculty.

f. To solicit volunteers for and appoint members to standing faculty committees, formulate annual charges to these committees, and review annual committee reports prior to their submission to the faculty.

g. To consult with the dean or the dean’s representative on a continuing basis.

h. To consult with the department executive officers on a continuing basis and make appropriate recommendations to the faculty concerning undergraduate and graduate programs.

SECTION 17. Membership. The Engineering Faculty Council shall be composed of five members elected from and by the voting faculty of the College of Engineering. The membership shall consist of professor(s), associate professor(s), and no more than one assistant professor. Election of council members shall be at large except that no more than two members shall be from the same department. During any process of reorganization within the college, the Engineering Faculty Council shall continue to function with membership as prescribed herein, and with responsibilities and duties as defined in Section 16.