Engineering Faculty Council 2015–2016
Meeting No.16, December 9, 2015
Approved Minutes

Present: Prof. Andersen, Bhatti, Dove (chair), Kruger, and Rethwisch

1. Professor Dove called the meeting to order at 1:30 p.m.

2. The December 2, 2015 meeting minutes were circulated and approved.

3. Professor Dove updated the EFC on the status of the Guidelines for Reviews of CoE Graduate Programs that the EFC has been working on. He said that he had met with CoE department DEOs. He also presented the document to the Engineering Administrative Council (EAC). He said that there was some pushback from the DEOs and EAC for the proposed review. However, there was a desire for a Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis related to CoE graduate programs instead.

   After some discussion, Professor Andersen made a motion, seconded by Professor Bhatti, that the EFC should abandon the Guidelines for Reviews of CoE Graduate Programs effort and perform a SWOT analysis instead. The motion passed unanimously.

4. Mr. Doug Eltoft, head of the CoE Engineering Computer Services (ECS) briefed the EFC on changes at the CoE Machine Shop, Electronics Shop, and Computer Support Services. Some of these changes are related to TIER (Transparent Inclusive Efficiency Review) activities at the CoE. He focused most of his comments on the Machine Shop and Electronics shop, since there is a separate ad-hoc committee that focusses on the college IT TIER efforts. He mentioned that a new person has been hired for the Electronics Shop, and there is improved integration between the Machine- and Electronic Shops.

   Mr. Eltoft also said that his job description has been modified in anticipation of his retirement and the subsequent hiring of a successor. Finally, Mr. Eltoft talked about changes related to the CoE website. His group is working on a new website, and some of his staff has been visiting different departments to solicit input.

   Professor Gary Chistensen, chair the EFC Promotion and Tenure Policy committee, updated the EFC on the status of his committee’s activities. He said that they had made progress on a flowchart that indicates milestones and dates related to the faculty tenure and promotion steps.

5. The meeting was adjourned at 2:35 p.m.