

MEETING MINUTES

Engineering Faculty Council

Date: January 28th, 2025

Time: 11:00 AM – 1:00 PM

Location: Zoom

Attendees: See Teams for official Attendance Record

Stephanie Velegol, Tracey Carbonetto, Cibir Raj, Lucas Passmore, Sachin Gore, Amanda Johnsen, Eric Donnell, Robert Rabb, Ivan Esparragoza, Amy Corbett, Lisa Petrine, Christine Masters, Brad Sottile, Richard Mistrick, Seong Kim, Gary Gray, Gregory Huff, Susan Stewart, Matt Zerphy, Alfonso Meija, Thomas Skibinski, Nathaniel Bohna, Shelley Stoffels, Tonya Peeples, Yun Jing, Quishi Chen, Christian Roach, Enrique Gomez, Rob Rabb

Summary:

- Chair Thomas Skibinski called the meeting to order and asked for approval to record – Approved.
- Tom asked for approval of the meeting minutes from the October 22nd and November 25th, 2024, meeting. A motion was made by Amanda to approve and seconded by Lucas.

Chair's Report – Tom Skibinski

- Tom reminded everyone that we are going into nomination/election season for Grad Council, Faculty Senate, and Ombudsman representative(s).
- Lucas provided information on the Grad Council nominations and election process. He is looking for committee members to review nominations by mid-January with a target of mid-February for elections.
- Tom informed us of the importance of updating the Constitution, which has not been done so in many decades. Important components of the Constitution are no longer valid. Contact Stephanie if you are interested in working on the update.

Dean's Report-Tonya Peeples

- Tonya reported on meeting(s) with CFO & Deans working on budget for FY 27. Factors being discussed include head counts/ double majors/ research allocations. Finance OST conducted a listening session for CoE in December. Six workstreams are being organized with structured centralized functions including travel expenses and internal billing. Labor distribution system is being developed. Provost search is underway and is being conducted as an invite-only at this point.
- Academics analytics are being generated that will list faculty academic and research awards dashboard. A MoU will be distributed. This does not include PennCoTech and College of Medicine.

Associate Deans' Report

- **Rob Rabb and Enrique Gomez** reported on the work for the Math 140 Student Success Initiative. A power point file with important information is posted in Teams. Discussion ensued on topics including Math 140, Chem 110, a Math 140E and 141E offering, Student results from these “specialties” show fundamental (historic) differences. Rob and Enrique will continue the work collaboration with Eberly. The file contains details on the individual efforts being considered. The committee will now label these in terms of cost/impact/effort. Those deemed high impact/low cost and low effort/high impact will be the focus. Rob also mentioned the applications for graduation will be open from January 2nd through the 27th. Enrique mentioned if anyone is interested in attending the MLK banquet, he would secure tables.
- **Shelley Stoffels** informed us that the P&T committee ballot will be opened in January. She explained the make-up of the committee. A mini committee will be formed to give more immediate feedback. She informed us on how student feedback will be integrated into the dossier.
- **Eric Donnell** informed us on the hiring of a Graduate Program coordinator. Also, eight new awards are being offered and should be considered.

Assistant Deans’ Reports-

- **Christine Masters** commented on the formative process being proposed for academic integrity violations. This process will allow for a more rehabilitative method. A slide deck with this information on this topic is located in Teams.
- **Ivan Esparragoza** mentioned a 1/17/25 ABET meeting at headquarters that he will be attending. Institutional and curriculum overview will be discussed. Criterion Six will be implemented for the 26-27 reviews; this criterion introduces DEI requirements.
- **Matt Zerphy** commented on the engineering units structure; he will provide a more detailed report in Jan./Feb.
- **Stephanie Cutler** will assume the role of interim assistant dean for the Leonard Center. She will attend future EFC meetings.
- **Undergraduate Proposals – Sachin Gore**
All of the below course add/changes and program changes were 100% approved:
CMPSC 315/316 course add
SUR 121, 373W, 471W course change
2SRT_AENGT program change
- **Graduate Proposals – Richard Mistrick**
None for this meeting.
- **FEIB Committee- Constantino Lagoa**
Constantin discussed an FEI climate survey administered to ME/BME grad students has been uploaded to Teams with the hope that department heads will administer similar. Findings will be shared with ABET to support new criteria. He did notice some support for unions.

- **COE Undergraduate Council- Christian Roach**

Christian informed us on the plans for Engineers' Week to be celebrated the week of March 3rd. It was noted that this is a different week than the National EW celebration.

- **Faculty Senate- Yun Jing**

Yun discussed a previous Senate meeting where the 5-year review policy, AC40, was discussed.

- **Grad Council- Susan Stewart**

Susan reported on NSF scholarship availability for AY 25-26. Work is continuing on a graduate school handbook for students.

- **New Business -Brad Sottile- Test Optional Policy Proposal**

Brad presented a slide deck (located in TEAMS) on the Senate proposal to continue the (SAT) test-optional policy for admissions. An evaluation index has been used in order to predict GPA based on SAT scores or lack thereof. A discussion on how the data from this topic aligns with what we are finding with Math 140 pass rate. Brad will keep us posted.

Meeting adjourned at 12:57 PM

Meeting Minutes prepared by: *Tracey A Carbonetto*
Tracey Carbonetto, Secretary