

## „MEETING MINUTES

### **Engineering Faculty Council**

**Date:** January 16<sup>th</sup>, 2024

**Time:** 11:00 AM – 1:00 PM

**Location:** Zoom

**Attendees:** Stephanie Velegol, Robert Leicht, Tracey Carbonetto, Rebecca Passonneau , Cibin Raj, Samia Suliman, Lucas Passmore, Nathaniel Bohna, Sachin Gore, Amanda Johnsen, Greg Huff, Susan Stewart, Jacquelyn Huff, Shelley Stoffels, Eric Donnell, Robert Rabb, Ivan Esparragoza, Amy Corbett, Lisa Petrino, Jared Butler, Sarah Zappe, Matt Zerphy, Constantino Lagoa, Tristan George, Spencer Szczesny, Tonya Peeples

### **Summary:**

- Chair Stephanie Velegol called the meeting to order and asked for approval to record – Approved.
- Stephanie asked for approval of the meeting minutes from the December 12th, 2023, meeting. A motion was made by Greg Huff to approve and seconded by Tracey Carbonetto.
- There was an announcement at this point in the meeting that campus classes/activities were cancelled (today). Since we had a quorum, we decided to continue with the meeting.
- Chair’s Report – Stephanie Velegol:
  - Stephanie reported on the continuing work to update the constitution. A group met on Dec. 14<sup>th</sup> to complete the update. A summary of proposed changes along with reasons/justifications was presented by Rob Leicht.
  - The EFC Report Out Slide is available the week after the meeting. The leadership team meets to discuss important points to include after which the slide is distributed to all members. Please share with respective departments.
  - Rob Leicht- EFC Constitution  
Excellent presentation on the draft.
- Dean’s Report-Shelley Stoffels for Tonya Peeples
  - Shelley welcomed our newest member and explained Matt’s role. Welcome Matt Zerphy. Shelly also mentioned ongoing committee/council nominations and elections.
  - **Rob Rabb**-Rob notified the EFC that some Kaltura videos have been compromised/breached. There is a formal review to investigate the IT integrity for the firewall protecting the videos. Faculty who are affected will be notified. Also, any faculty who engages in collaboration with international faculty/visitors and/or who enter into a formal arrangement with international faculty must follow the guidelines set forth by PSU Global. Guidelines will also be formulated by CoE.
  - **Eric Donnell**- Joint collaboration for space international Feb 19<sup>th</sup> and 20<sup>th</sup>, India and US. Feb.13th 1-2 Graduate governance committee-any topics can be sent to Eric for consideration.

- **Ivan Esparragoza**- Ivan stated all technology programs are up for ABET renewal. These evaluations will be scheduled for the fall. Ivan reminded us that these programs even though offered at the campuses, these fall under the CoE.
- **Sarah Zappe**-MSEEQ/EFTC mid-semester evaluations and training are being offered. KEEN Letter of Support will be sent for signatures.
- Undergraduate Council- Lakshmanan Sockalingam
  - No report.
- Undergraduate Studies Committee – Lucas Passmore
  - EFC verified that a quorum was present and could proceed with voting.
  - AE 477; AERSP 403A, 403B, 462; CE 410, CE BS Program Change; ENGR 385, 430;
  - IE BS Program Change to two options 1) General 2) Service systems
  - All proposals passed at 100%. Discussion was offered on autonomous vehicles naming schemes for various programs.
- FEI Committee – Greg Huff for Spencer Szczesny
  - The FEI committee has formalized an equity and inclusion statement to be included on course/program add proposals. A discussion on generating a guideline for proposers of course and program changes. These would be centered on accessibility and equity (i.e. number of credits).
- Grad Council- Susan Stewart
  - Ad hoc committee for Academic Integrity policy for graduate education, committee for budget concerns/model in graduate education.
  - Susan shared a document and asked EFC members to review and provide comments.
  - [Points of Concern](#)
- Faculty Senate- reported through written communication/Samia Suliman
  - Senate committees addressing mental health concerns, examining governance with standing committees, ensuring better representation with Commonwealth Campuses.

New Business – Stephanie

- No new business.

Meeting adjourned at 12:15 PM

Meeting Minutes prepared by: *Tracey A Carbonetto*

Tracey Carbonetto, Secretary