

## MEETING MINUTES

### **Engineering Faculty Council**

**Date:** March 12<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, Sachin Gore, Amanda Johnsen, Greg Huff, Susan Stewart, Jacquelyn Huff, Shelley Stoffels, Eric Donnell, Robert Rabb, Ivan Esparragoza, Amy Corbett, Lisa Petrine, Jared Butler, Sarah Zappe, Matt Zerphy, Constantino Lagoa, Tristan George, Spencer Szczesny, Tonya Peeples, Vijaykrishnan Narayanan, Christine Masters, Tom Skibinski, Keefe Manning

### **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 February 13th, 2024, meeting. A motion was made by Lucas Passmore to approve and seconded by Samia Suliman.
- **Chair's Report – Stephanie Velegol:**
  - Stephanie handed over the report on the continuing work to update the constitution.
  - Rob Leicht continued the discussion stating that the constitution was ready to be put to a vote at the next EFC meeting. The two remaining issues concerning the Academic Integrity committee and Commonwealth Campus representation have been resolved.
  - The EFC Report Out Slide is available the week after the meeting. Please share with respective departments.
  - Stephanie continued with discussion on the current slate of elections and nominations to the various councils/committees. Tom Skibinski stated elections have been completed for Faculty Senate representation and are awaiting Dena's office approval. Ombudsperson nominations are needed for one open position for a 3-year team. Training will be provided for the elected representative.
  - Stephanie emphasized the consideration of the mission of the EFC and asked all of us to consider our objectives beyond academic considerations (course proposal approvals, etc.)
  - Samia asked Stephanie to inquire about the 1-year contract limit for NTL faculty. Stephanie confirmed this applies to Commonwealth Campuses only (those faculty without a CoE appointment). The stand-alone colleges are not mandated to comply to the one-year limit but may choose to impose.
- **Dean's Report-Tonya Peeples**
  - Dean Peeples continues to visit the departments visiting EE this past week. She hopes to put herself in front of faculty as the semester ends. A town hall is scheduled for April 11<sup>th</sup>. More details will be provided.

- Tonya continued the discussion on optimized service teams (OSTs). A 75% rule of responsibilities will determine the structure of these teams. Communities of practice and standardized best practices will be the new direction with this current environment and will be aligned with, for example, online versus residential education. EFC members questioned why financial groups are making decisions about service entities, Tonya responded that all faculty should continue to inform on the support services necessary to maintain the quality of the education.
- **Shelly Stoffels**-Shelley commented on Professional Track Promotions. Eighteen faculty are going up for promotions and only 1 has chosen to use the previous guidelines which signals the approval and favorability of the new guidelines. Shelly reminded everyone that annual reviews will need a self-reflection of teaching assessment mandatory for next year (optional for this year). This is not to be included on the dossier. A job responsibility must be part of the annual review's narrative statements.
- **Vijaykrishnan Narayanan**- Vijay stated that more participation from College of Engineering would be appreciated. Looking for additional poster submissions.
- [AI Week at Penn State/](#)
- **Rob Rabb**- Late FAFSA decisions have affected decision dates for prospective students; students unwilling to accept without FAFSA decision. Affecting accepted student visitations.
- **Eric Donnell**- Stated upcoming University Grad Faculty Council nominations. Also April 9<sup>th</sup>, HUB, Research Symposium.
- **Ivan Esparragoza**- ABET will be evaluating comp sci at Beaver, Hazelton, and Brandywine. Engineering technology programs evaluations due this fall.
- Sarah Zappe-KEEN application has been set and Sarah will update on status. E-travel grants available. RFP out/accepted for neurodiversity academic research.
- **Christine Masters**- All faculty welcomed to the Academic Integrity committee; with virtual training/meetings/hearings, all campuses can be included.
- **Matt Zerphy**-Mentioned about the rapid changing environment and the need for market salary adjustments. March 22nd, the Executive Committee for PAGE (Professional and Advancement for Graduate Education) will meet. Matt also mentioned the approaching APPR audit and evaluation.
- Undergraduate Council-
  - No report.
- FEI Committee- Spencer Szczesny
  - Provided the statement for consideration to be included. Discussion ensued on the content of that statement. The proposal has been posted in TEAMS. Next steps will be discussed at the next meeting.
  - A point was made about transfer students and neurodiversity for the topic of inclusion and equity.
- Undergraduate Studies Committee – Lucas Passmore
  - BME 440, STS 313 approved (100% voting in favor)

- Graduate Studies Committee- Keefe Manning
  - ACS 544/551, ESC/AMD Bioprinting, ACS Grad program credit total change of PhD versus MS approved (100% voting in favor).
- Grad Council- Susan Stewart
  - Grad Council meeting minutes from 3/14 have been posted in TEAMS.
- Faculty Senate- Samia Suliman
  - Samia stated that much discussion is occurring with plans for the APPR evaluation and review. Large number of faculty are attending Senate meetings.

New Business – Stephanie

- Stephanie mentioned discussing the current state of undergraduate research at a future meeting.

Meeting adjourned at 12:20 PM

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