

## **MINUTES**

### **COLLEGE OF ENGINEERING FACULTY ORGANIZATION (CEFO)**

***Tuesday, November 17, 2020, 11:30 AM Meeting via Zoom***

#### **Call to Order**

CEFO President Maciej Noras called the meeting to order and reviewed the agenda.

#### **Attendees**

An attendance sheet was not available, there were 61 people in attendance

#### **Approval of Minutes**

Minutes were approved by unanimous consent using indicating tools within the Zoom platform.

#### **Dean's Report**

Dean Keynton shared his vision of developing new pedagogy, research innovation, multiple interdisciplinary centers and increasing placement of graduates to over 95% within 3 months of graduation (currently upper 80%). He identified areas of opportunities as: Adaptive Learning, an ABET-accredited hybrid degree, and joint degree programs; at least one program of distinction of research in each department; a Center of Re-engineering Social Determinants of Healthcare, Infrastructure and technology; an Aviation Infrastructure Center (based on EPIC model); and required Experiential Learning for all students. He reviewed the Strategic Planning initiative, including becoming an R1 institution, including summarizing criteria, and USNWR rankings: University of ranks at number 227, College has fallen from 77 (2004) to 118 (2020). He reminded everyone about ASEE Diversity Training (shooting for 100 attendees). He then reviewed the 5% budget reversion across all departments and centers, and indicated he expects a permanent budget reduction in January. He identified that there were 10 applicants for the Associate Dean for Research position. He announced a cluster hire of 3 positions in Precision Metrology and Advanced Manufacturing. He shared the College Communications Office's Departmental Newsletter effort. He announced a new monthly "Coffee with the Dean".

#### **Standing Committee Reports**

- CEFO Executive Committee (CEFEC)
  - Maciej Noras, CEFO President, reviewed the CEFO initiative for this academic year, including the Policy and Procedures effort and the CEFO Constitution review, including a CEFO Committee evaluation.
- College Administrative Council (CAC)
  - Dean Keynton indicated that CAC had no report at this time.
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- Strategic Planning and Assessment Resource Team (SPART)
  - Cathy Blat, Assitant Dean for Student Experiences, gave an overview of the Alumni survey reviewed process.

- No report:
  - College of Engineering Academic Policy and Curriculum Committee (CEAPCC)
  - College Review Committee (CRC)
  - College of Engineering Faculty Appeals Committee (CEFAC)
  - College of Engineering Computing Facilities Advisory Committee (CFAC)
  - College of Engineering Graduate Committee (CEGC)
  - College of Engineering Reassignment of Duties Committee (CERDC)
  - College of Engineering Undergraduate Administrative Committee (CEUAC)

### Special Committee Reports

- Online Standards Committee
  - No report.
- COE Diversity and Inclusion Committee
  - Valentina Cecchi, chair, announced the COE Dashboard through Institutional Research Analytics. She reviewed the upcoming training opportunity “Replacing Implicit Bias: Recognize, Reconsider, and Respond” in two sessions on 12/9 and 12/16.

### Unfinished Business and General Orders

Aidan Browne, CEFO Secretary, reviewed the Policy and Procedure documentation effort, which was initiated by Dean Keynton and is being executed by CEFO. He explained the CEFO Executive Committee approach to accomplishing the effort, including mining of Policy and Procedure data, departments and organizations involvement, identifying gaps, and mapping to University Policies. He identified the multi-phase approach of Discovery, Creation, Evaluation and Approval, including the associated sub-committees and the charters of those sub-committees. He reviewed the plan to form a pool of sub-committee volunteers, from which membership of each of the specific sub-committees would be drawn, once they are formed. He reviewed the planned timeline for Phase 1 (AY 20/21), culminating in the initial release of the Policies and Procedures in May 2021.

### New Business

- Glenda Mayo, CEFO Vice-president, discussed the defunct College of Engineering Faculty Appeal Committee (CEFAC), the history of the committee, and its redundancy. She entertained a motion to propose deactivating the committee. The motion was made, seconded, discussed and a vote was held. The motion was approved 36-3. Maciej Noras, CEFO President, indicated that we will move forward in the future to remove the committee from the CEFO constitution.
- Jeff Kimble, CEFO Parliamentarian, led a discussion of volunteering/nominations for the pool of committee members for the Policy and Procedure effort; 6 individuals are needed from each Department.

### Adjournment

The meeting was adjourned at 12:29.