College of Engineering Faculty Organization (CEFO)

February 20, 2024
1. Call to Order
2. Approve Agenda
3. Approve Minutes (see email from Dr. Falaggis for link)
4. Chairs Remarks
5. Dean’s Remarks
6. Common First Year Program Motion
7. Open the voting for Common First Year Motion
8. Adjourn
Approval of minutes from the January 23, 2024 meeting
President’s remarks
CONSTITUTION OF THE FACULTY: Article III, Section 2. Justification for Faculty Authority

The Faculty accepts the major portion of accountability for the quality of instruction and scholarship at this university. Therefore, it is fitting and proper that responsibility and authority, both primary and shared, for certain functions within the University be assigned and delegated to the Faculty and that the process for the discharge of these responsibilities and the exercise of this authority be defined.

Our Constitution says:

The Faculty shall exercise such authority as is granted to Faculty by “Constitution Of The Faculty The University Of North Carolina At Charlotte”, Policies of the University and the Laws of the State of North Carolina.
So CEFO is our body to practice these rights.

- CEFO meets 2-4 times a semester (more lately since we have a lot to decide)
- CEFO will always meet on Tuesdays, 11:30 am to 12:45 pm in EPIC G287 this semester
- Courses SHOULD NOT be scheduled at this time
- We ask for you to not schedule competing meetings/presentations.
- You all should have been sent meeting invites for this semester. We use your positive response (6 days before the meeting) to the invite to order food. Please do not grab a lunch box if you did not accept the meeting invite in this time frame.
- The start and stop times will be strictly adhered to (we will end at 12:45 pm or earlier)
- Make sure to sign one of the attendance sheets.
President’s Remarks - Motion today and process

- Main objective: Have the ENTIRE CEFO faculty decide if the College should progress with a Common First Year Curriculum.
- Process: Provide all who want to talk the opportunity. However, to do so, we will need to set some guidelines (there are A LOT of us):
  - We will build a speakers list - let us know you want to be on the list when we open for discussion.
  - Please be respectful of other faculty who want to talk. Limit your comments to one minute.
  - We will exhaust the speakers list of first-time speakers before we allow someone to talk a second time.
  - A vote will be held after the meeting ends.
Dean’s report
Status - Common First Year Curriculum
Expected Timeline for Fall 25 Implementation

<table>
<thead>
<tr>
<th>SUMMER 23</th>
<th>FALL 23</th>
<th>SPRING 24</th>
<th>FALL 24</th>
<th>SPRING 25</th>
<th>FALL 25</th>
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<tbody>
<tr>
<td>Plan details of CFY</td>
<td>Make decision on CFY framework</td>
<td>February: Admissions begins cycle for Fall 25</td>
<td>Advertise CFY</td>
<td>Detailed course planning and development (cmte of each Dept + OSDS)</td>
<td>Implement inaugural offering of CFY</td>
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<td>Curriculog proposals to tweak programs for CFY</td>
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<td>Update Admissions and Website info</td>
<td>CFY Curriculog proposals routed</td>
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<td>CFY Curriculog proposals created</td>
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<td>Each program produce draft curriculum in support of CFY</td>
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<td>Course planning and prep for new / modified curricula in each Program</td>
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C O L L E G E

D E P T S

THE WILLIAM STATES LEE COLLEGE OF ENGINEERING
Expected Timeline for Fall 25 Implementation - cont’d

- **FALL 25**
  - Implement inaugural offering of CFY

- **SPRING 26**
  - During course registration, initial CFY students declare or confirm target major for Sophomore Year (Fall 26)

- **FALL 26**
  - Implement modified curricula in each program (Sophomore through Senior)
In order to meet the imminent deadlines driven by admissions marketing to the class entering in Fall 2025, we intend to formally present a final version of the previously discussed draft motion at the February 20th meeting, and then conduct a vote.

As has been common practice in CEFO, as this is a large-impact decision, voting will be done by written ballot (electronically) for 72 hours following the February 20th CEFO meeting.
From Feb 14th email:

On February 14, 2024, the voting members of the Common First Year Committee (one from each Department) voted and approved unanimously to bring this motion before the full CEFO membership for discussion and voting.

MOTION from Committee
Voting is proposed to occur by electronic secret ballot over the next 72 hours.

Stephanie Galloway will act as the teller and report the results (she created the ballot as well)
Closing
CEFO meeting schedule:
All meetings in EPIC G287*, from 11:30 am to 12:45 pm

<table>
<thead>
<tr>
<th>August 29</th>
<th>January 23</th>
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<tbody>
<tr>
<td>September 26</td>
<td>February 20</td>
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<td>October 31</td>
<td>March 26</td>
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<td>November 28</td>
<td>April 23</td>
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Supporting open, transparent practices in research collaborations.
Thank you for attending