



## College of Engineering and Computing

### Faculty Council Meeting Minutes

January 24, 2022

**Committee members in attendance (Zoom):** Jessica Ramella-Roman (BME), Markondeyaraj Pulugurtha (BME, Secretary), Albert Gan (CEE, Chair), Xia Jin (CEE), Mohammad Rahman (ECE), Vladimir Pozdin (ECE), Xuan Lv (Moss), Lufan Wang (Moss), Charlie Lin (MME), Ibrahim Tansel (MME), Leonardo Bobadilla (KFSCIS, Vice Chair), Mohammadamin Kharraz (SCIS), Alexandra Strong (SUCCEED), Trina Fletcher (SUCCEED).

Meeting was called to order at 3:08 PM by the Council Chair.

#### 1. Approval of meeting agenda and minutes

- Meeting agenda was approved with no new business.
- Minutes from the December 6, 2021 meeting was approved with no changes.

#### 2. Chair's Report

- Council chair addressed the challenge of finding a suitable meeting time and was glad to be able to find a one-hour open time slot for all members.
- Due to time constraint (i.e., the need to finalize the amendments for voting and have time to prepare and conduct the CEC survey), Dean's briefing invitation was delayed to the next meeting.

#### 3. Amendments to Constitution and Bylaws Document

- Council Chair shared the following Qualtrics survey vote results. Based on the results, Council took the following actions:
  - Council approved a change of the term of all standing committees from one year to two years.
  - Council approved membership eligibility for research-track faculty for the Library Resource and Information Technology standing committees.
  - Council did not approve membership eligibility for research-track faculty for the Curriculum, Awards, and Budget standing committees.
  - Council approved the addition of the new workplace survey and to have it administered together with the annual administrators evaluation.
- Council did a final review of each amendment to the Constitution and Bylaws in a marked-up document shared by the Council Chair prior to the meeting.

- Council reviewed and approved a revised workplace survey questionnaire that was shared by the Council Chair prior to the meeting.
- Council discussed and accepted a proposal to add a provision in the Bylaws to allow the addition of up to three temporary questions to each CEC survey questionnaire. Those questions would address new or developing issues of interest.
- Council Chair to finalize and share the final Constitution and Bylaws document to be distributed to the faculty for their vote to approve the proposed amendments. The amendments to the Bylaws would only need to be approved by the Council. However, they would still be shared with the faculty together with the constitutional amendments.
- Council Chair to prepare a Qualtrics survey for the faculty to vote on the constitutional amendments and would run it by the Council members before distribution.

#### **4. Next Meeting Date**

- Members agreed to the proposed dates for the remaining three council meetings this year.
- Council secretary to send calendar and Zoom invites for all three meetings soon.

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Meeting adjourned at 3:25 PM