

Faculty Meeting Minutes (Open Session)

October 7, 2024 | 2:30 - 3:30 pm | Benson Hall, Room 109- ZOOM

Attendance:

Meeting start: 2:30 | Adjourn 3:30pm

Faculty Present (blank=absent)

Department Chair, James Carothers - Present

Stu Adler	P	Cole DeForest	P	Elizabeth Nance	SAB	Ben Rutz	P	
François Baneyx		Hugh Hillhouse	P	Rene Overney	P	Daniel Schwartz		
David Beck	P	Vince Holmberg		Lilo Pozzo		Zach Sherman		
John Berg		Samson Jenekhe	SAB	Alex Prybutok	P	Eric Stuve	P	
David Bergsman	P	Jorge Marchand	P	Buddy Ratner				
		Shachi Mittal	P	Julie Rorrer	P			

Debbie Carnes	P	Andrea Gleichweith	P	Nicole Minkoff	P	Kelly Thornton	P	STUDENT
Dave Drischell	P	Jacque Hernandez	P	Ro Stastny	P	Jeremiah Wilhelm	P	Acya Ersoy

Agenda

- Announcements/updates/reminders (2 min)
- Faculty search (Carothers)
- Committee's Assignments update (Carothers)
- New evaluation form (Carothers)
- Budget review (Carnes)
- Universal Design for Learning – teaching tips (Prybutok)
- CLOSED SESSION (full professors attend). P&T review

Announcements

- Cole DeForest named Director of Education for MoLES! Congratulations!
- Early Career Impact Award: Felix Kim, reception is happening afterward from 10 - 11
- Graduate Awards Day
- AIChE is coming up soon! You are all invited!
- Sabbatical Forms are due to COE 11/1. Submit to Chair by 10/25.
- Faculty Search update (TBD, things are moving along; comments and feedback is welcome)

Faculty Code – Meetings with the Chair -Evaluation Process – (Carothers, Stuve)

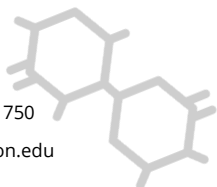
- New form in addition to Bio Supps for Chair's Meeting. Will also assist the annual merit evaluation process to align with year
- Notes on structural rearrangement (scheduling discussions)
- Workload Determinations/Planning/Predictions before the meeting with the Chair

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Knowledge and Solutions for a Changing World



- New form available; does not supplant CV or other documentation
- Open dialogue shared between SM, AP, DB, ES, and others.

Budget and Workday Update-- (Carnes)

- Debbie shared graph of budgets, revenue, and spends.
- She described spending categories, spending surprises, and department spending.
- Salary saving, low infrastructure spends, generally operating generally lean and similarly to previous years.
- Workday Update is still underway, though things have improved with the implementation of Work Tags.
- Cost-Centers are being developed for better macro-org of the financial data across the COE.
- The Projected Costs for next year are more-or-less like this year. ChemE is beginning to dip into its reserves ever so slightly.
- Budget Vote to be sent out and tallied later.

Universal Design for Learning --- 10/7 Tip (Prybutok)

ASEE Retrospective, Use Polls for Community Building

- Goal: Building Community!!!
- Justification: This is a great way to humanize yourself to them and afford students the opportunity to get to know each other. This is a nice informal way to connect with your students.
- Method: Use Poll Everywhere, or a show of hands. Something simple! Encouraging people to talk to each other. You get to be thoughtful about the person things you share --- You can make all of them student-facing. This is an easy opportunity to invite people to participate, priming the pump with low-stakes voting.

Closed Session

P&T discussion - Cole DeForest

Faculty meeting adjourned at 3:30pm