

COLLEGE OF ENGINEERING FACULTY ORGANIZATION (CEFO)

MEETING MINUTES

Tuesday, March 7, 2023, 11:30AM

Lunch available at 11:30AM

DUKE 345

The following individuals signed the attendance sheet:

Minhaj Nur Alam, Ahmed Arafa, Nicole Barclay, Anthony Bombik, Aidan Browne, Tara Cavalline, Valentina Cecchi, Jim Conrad, Michelle Demers, Gretchen Dietz, Terence Fagan, Wei Fan, Austin Fifield, Wei Gao, Amir Ghasemi, Gwendolyn Gill, Jose Hartins Mohamad-Ali Hasan, Simon Hsiang, Erina Joyee, Rob Keynton, Saffeer Khan, Jeff Kimble, Kevin Lawton, Dan Latta, Kevin Lindsay, Asis Nasipuri, John Nettles, David Newell, Thomas Nicholas, Jaewon Oh, Jose Martins Outeiro, Jeff Raquet, Sam Shue, Kamia Smith, Courtney Smith-Orr, Tyler Stover, Erika Weber, Ke Wang, Matthew Whelan, Jay Wu, Linda Xie

(41 Attendees)

AGENDA:

1. Welcome and short remarks from CEFO President Aidan Browne

Aidan Browne called the meeting to order at 11:39AM and introduced the agenda.

2. Approval of Minutes

Meeting minutes from January 17, 2023 were approved unanimously. Minutes are available at: <https://enr.charlotte.edu/faculty-and-staff/cefo-faculty-organization/cefo-meeting-minutes>

3. Researcher Speed Dating

Jim Conrad introduced the concept of researcher speed dating and invited the speakers to provide the synopsis of their research. This meeting, overviews of faculty research were provided by Tara Cavalline (ETCM department – durable and sustainable materials for concrete infrastructure, performance specifications and quality management, improved infrastructure asset management), Amir Ghasemi (MEES department – Human-Automation and Control; heterogenous traffic control, co-adaptive human-automation teaming), Ahmed Arafa (ECE department – Communications and Information Processing, federated and distributed machine learning, timely communications in networked systems, data privacy), Mario Mencagli (ECE department – Electromagnetic metastructures, 3d printed antennas, analog computing, time-varying media, symmetric structures), Olya Keen (CEE department – UV-based technologies for wastewater and water treatment, contaminants of emerging concern, advanced wastewater treatment and reuse).

Volunteers interested in providing a summary of their research at upcoming CEFO meetings should contact Jim Conrad.

4. Old Business

- **Laptop Requirement**

- College of Engineering Computing Facilities Advisory Committee (CFAC) was charged with examining our student laptop computer requirements. They have recommended a Windows-based laptop only with specific requirements for the

minimum processor, memory, and peripherals. Students will be recommended to purchase directly through NinerTech to acquire a system that meets the minimum requirements. A plan has been established to update the University and college websites to reflect the proposed requirements.

- A motion was made to adopt the proposed requirements. An amendment to the requirement was made to remove the designation “engineering” from the mouse requirement. A motion to accept the amended requirements was seconded and passed unanimously by vote of those present.
- **Consent Calendar Policy**
 - Proposed change to consent calendar policy: Only New Program proposals and Program Revisions >50% will go on the Consent Calendar and the timeline will be advanced earlier in the process to help inform the Committee. All other proposals will be processed by the Committee (undergrad or graduate, as appropriate). Notification list will be updated as a courtesy to faculty to provide information on proposals that came before each respective Committee.
 - A motion was made to adopt the proposed change and seconded. The change was passed unanimously by vote of those present.

5. Dean’s Report

Dean Keynton provided an update on ABET: ETAC response was submitted and a response was received that the concern was properly addressed; EAC responses have been submitted and receipt has been acknowledged. Niner Nation Gives campaign will run from March 28-30. Individuals interested in being an Ambassador should contact the Dean or Jennifer. Changes to University Gen Ed requirements were reviewed for the faculty. The Dean has proposed looking at opportunities to revise our curriculum, for example the Dean has proposed: integrating core competencies, developing common 1st year, integrating AI within all programs, integrating internship/co-op program. With respect to AI, the expectation is not that students will need to be able to develop programs to implement AI, but rather that they would understand AI sufficiently to be able to identify problems for which AI is appropriate and be able to communicate requirements to programmers that implement AI. Dean Keynton has suggested the potential development of a task force at the College level and task forces at the department level. Updates were provided on Engineering a Smart & Secure Future for North Carolina. Cluster hire searches have yielded over 200 applicants, which was narrowed to 36 remote interviews followed by 12 on campus interviews. Similar process and numbers for the MEES Manufacturing/CPM cluster hires. Faculty searches are active in CEE, ECE, ETCM, and SEEM. We expect to have 18 new faculty join us next year, in addition to two new department chairs. A space audit is ongoing to evaluate research lab space and researcher productivity to make sure that researcher lab space is allocated equitably and so that space is available for new faculty that will arrive next year. Undergraduate enrollment of both first time and transfer students is projected to increase in Fall 2023 based on total applications, admissions, and intent to enroll. Applications, admissions, and intent to enroll at the graduate level are relatively unchanged for domestic applicants, but significantly reduced for international students. The vision and mission of the Piloting the Engineering Track to Success Program were introduced.

6. New Business

- **Proposal of Engineering Track to Success Program**

Aidan introduced a proposal initiated by OSDS to implement a new program to make engineering degree more accessible by providing a pathway for admission of promising

students that do not meet the first-year admission requirements for the engineering majors. The program admits students to the College under the resurrected FEGR designation (which may have been retired by the Faculty in the 2005-2006 timeframe and has since been removed from the Catalog). The CEFO ExCom feels that the program has merits but has not been implemented appropriately. In 2018, the ENGR admission requirements for undeclared majors was removed through a Curriculog process.

Proposed FEGR progression requirements:

- Complete the first-year engineering curriculum as outlined in the program's Academic Plan of Study
- Complete all core courses in the first-year engineering curriculum with a grade of C or better.
- Earn a cumulative 2.5 GPA
- Pass all courses within two attempts, which includes withdrawing from a course with a grade of W.

Proposed Continuation in the Engineering Track to Success Program requirements:

- Earn at least a 2.0 GPA in the first semester
- Complete all core course in the first-year curriculum with grades of C or better
- Pass all courses within two attempts, including withdrawing from a course with a grade of W
- Complete the first-year curriculum within four regular semesters
- Earn a 2.5 cumulative GPA upon completion of the first-year curriculum
- Monthly check-ins with the Engineering Track to Success Program Advisor

Gwen Gill provided some additional clarification on the program and requirements. Most of the continuation requirements are the same continuation requirements that all engineering students are subject to. The key difference is participation in monthly check-ins with the Engineering Track to Success Program Advisor as well as other support framework that might be developed for students in this program. Part of the motivation is the drive to increase undergraduate enrollment. The program looks similar to ENGR, but these are very different programs. ENGR students meet engineering admission requirements, while the FEGR students do not meet the admission requirements. If we do not admit them to our College, then they are assigned to UCOL and we lose the opportunity to advise and mentor them.

Aidan clarified that CEFO is not trying to resolve this during the current meeting but initiating the discussion to identify the path forward. A straw poll was made to gauge support for moving forward with this. Seventeen individuals indicated support for this. CEFO will setup a special meeting to cover this topic.

- **ExCom Officer Amendment Proposal**

Jim proposed a Constitutional Amendment to eliminate the position of Parliamentarian and replace this position with the Past-President of the Faculty. A straw poll reveals support for this change. A vote on the proposed change to the Constitution will be made electronically. Dean Smelser suggested that CEFO consider replacing Robert's Rules of Order with Modern Procedure.

- **Committee Nominations**

A form will be distributed by email to solicit nominations for next year's committees. Elections will take place during a two-week period (April 3-14) and results will be shared at the April 25 meeting.

7. Other Business

A "Coffee with Colleagues" event will be held on March 9 from 3:30-4:30pm in EPIC 2344. The agenda is "Smart Power Distribution System Curriculum – Multi-Institution Demonstration and Deployment."

8. Closing

Aidan reviewed the remaining CEFO schedule of meetings for this academic year (April 25). Faculty are encouraged to consider committee memberships that they are interested in volunteering for or that they can nominate individuals to. Motion to adjourn was made and seconded at 12:36 PM.