

College of Engineering Faculty Organization (CEFO)

February 20, 2024



UNIVERSITY OF NORTH CAROLINA
CHARLOTTE

THE WILLIAM STATES LEE
COLLEGE OF ENGINEERING

Agenda 2/20/24

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



Minutes

Approval of minutes from the January 23, 2024 meeting



President's remarks



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President's Remarks - Faculty rights in governance

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.



President's Remarks - CEFO

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 12:45pm 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



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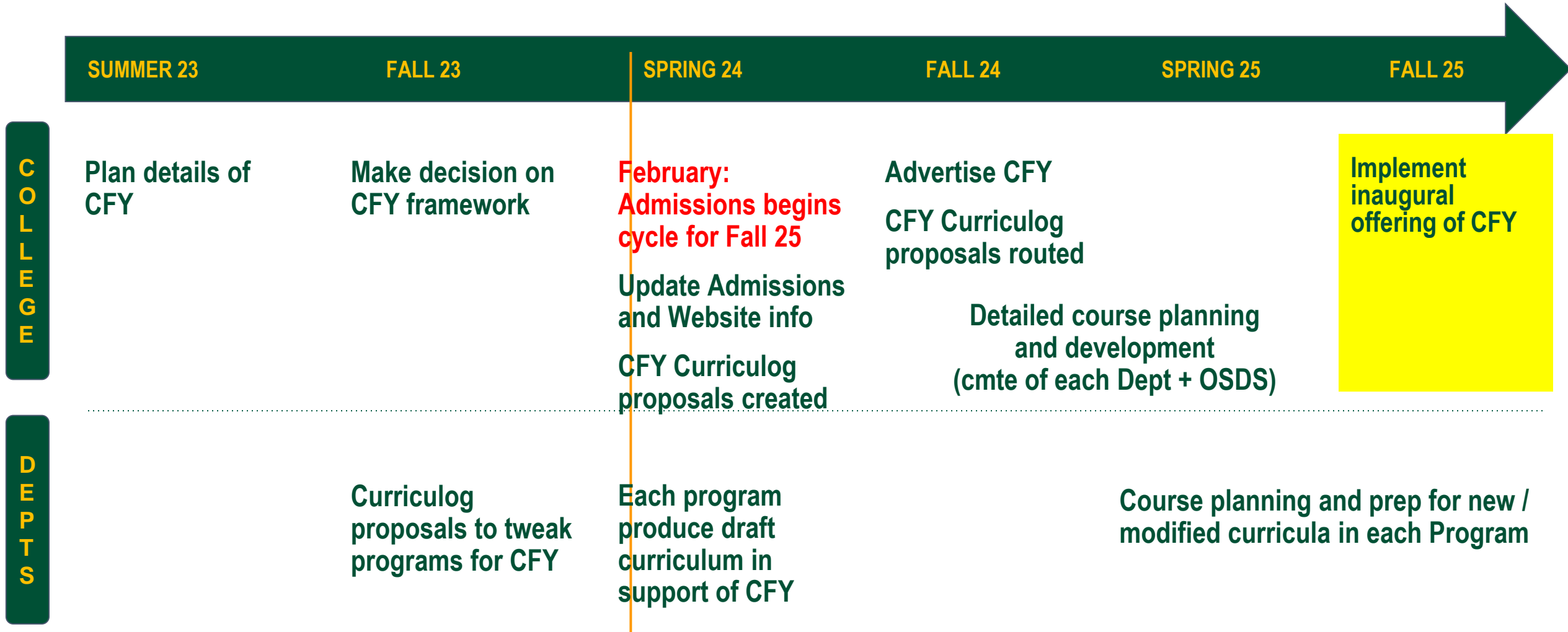
Status - Common First Year Curriculum



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Expected Timeline for Fall 25 Implementation



Expected Timeline for Fall 25 Implementation - cont'd

FALL 25

SPRING 26

FALL 26

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Implement inaugural offering of CFY

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

D
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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



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Closing

CEFO meeting schedule:

All meetings in EPIC G287*, from 11:30 am to 12:45 pm

August 29	January 23
September 26	February 20
October 31	March 26
November 28	April 23



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Authorship Agreement

Authorship on a paper, presentation, or other scholarly work indicates a substantial contribution to a project and accountability for the results. Authorship decisions often affect reputations and careers, and they can be a source of tension, even within healthy collaborations. This tool may help to facilitate open, transparent communication about authorship decisions among collaborators.

Authorship is often best discussed as early as possible in a project. Research projects can be long and involved, and parts of a project may be disseminated at different times. As a result, authorship on each part or product may vary; for example, if a project leads to more than one publication, each may have a different first author or list of authors. Even if roles have not yet become clear, early conversations about authorship help to set expectations and to clarify the importance of open and honest discussion throughout the process. This agreement is meant to be a "living document"—one that can be revisited and changed as circumstances evolve over the course of a project.

Instructions.

The prompts and questions provided are designed to foster transparent conversations among collaborators in order to reach a shared set of expectations. All fields are required; however, acceptable answers include "not applicable" and "undetermined" if those responses best reflect the circumstances of your collaboration. A copy of this form should be distributed to all collaborators and/or stored in a shared location. If you plan multiple outputs (e.g., multiple publications, conference proceedings and articles, etc.) from one project, use a different form for each intended output. Please refer to University Policy #010: Authorship Policy and Research Procedures for additional information and resources.

Section 1.

Declaration of student project

Is this a thesis, dissertation, or other student-driven project? Yes No

For works derived substantially from student theses, dissertations, and other student-driven projects, a typical expectation is that the student should be listed as first author.

Is the student interested in pursuing dissemination of this project as an author? Yes No Unsure

Section 2.

Project background & publication goals

Working project title and description:

Possible conferences/publication venues for submission:

Authorship guidelines to be used (e.g., American Psychological Association):

Approximate timeline for/date of submission:

*See the "Check for updates" section for a widely adopted example. Some publication venues may have specific authorship guidelines or requirements.

 This material is based upon work supported by the National Science Foundation under Grant No. 2024200. Developed by the University of North Carolina at Charlotte Graduate School for use by scholars everywhere. DOI: <https://doi.org/10.5281/zenodo.10000000> Translation available: See DOI for details. Licensed under [CC BY 4.0](https://creativecommons.org/licenses/by/4.0/).



Authorship Training Course



Graduate Student Course



Faculty & Staff Course

Supporting open, transparent practices in research collaborations.

Thank you for attending



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