

Executive Committee

March 3, 2017

MEETING MINUTES

Present: Ram Pendyala (chair), Susan Squire (secretary), Andreas Spanias, Marcus Herrmann, Brent Vernon, Jit Muthuswamy, Nadia Kellam, Samantha Brunhaver

Absent: Greg Raupp, Arunabha Sen, Kenneth Sullivan, Esma Gel, Cun-Zheng Ning

Guest: Marco Saraniti

1. Comments from the Vice Dean. Marco briefly reminded the group of their major projects.
 - a. The faculty annual review process. Marco would like the EC to submit a draft document to him as soon as possible. Marco will review it and then discuss with the Dean. He also mentioned it would be a good idea to find a good way to handle data that can be checked by staff.
 - b. Update the FSE Bylaws. Marco requested that the EC review and update the current FSE Bylaws document. He mentioned several items that needed updating:
 - i. The Vice Dean position needs to be added;
 - ii. NFAC needs to be added;
 - iii. A possible change to the structure of DFAC;
 - iv. Academic professionals should be included;
 - v. An academic professional version of DFAC should be developed;
 - vi. Marco will highlight areas of FSE Bylaws that need updating and send to Ram.
 - c. Update unit bylaws. A review of the unit bylaws is also going to be undertaken. They were originally developed independent of each other. They should be reviewed and revised in a way that makes them more similar across all six schools. Some examples for change:
 - i. committee roster selection is not consistent throughout the schools;
 - ii. a review of the current FAR process and software (Susan will review)
 - iii. February Minutes Approval. The February minutes were approved by the committee.
2. Dean's Lecture Series. There has been no response from Megan Smith regarding our invitation to visit Engineering and present the Dean's Lecture. Jit Muthuswamy will follow-up regarding George Whiteside and Regina Dugger.
3. Faculty Annual Review Process. The committee briefly reviewed the draft document. The committee is to make one final review and let Ram know if anything needs to be changed. Ram will put the documents on Google Docs. Susan will review the original survey responses to make sure nothing has been left out of the document.
4. Faculty Recognition. The award processes have closed. The EC is responsible for reviewing and making recommendations to the dean on the Exemplars (20) and the Fulton Outstanding Assistant Professors (5). Once Annette has reviewed the materials and set up the committee's access to Sharepoint she will let the committee know. The EC should plan on submitting their recommendations by the end of March.

