

**Final Report of AY2003-2004 Engineering Faculty Council
May 11, 2004**

D. R. Andersen, L.-D. Chen, J.M. Reinhardt, J. P. Robinson, C. C. Swan (chair),

This EFC met a total of 29 times with one additional joint meeting held with the Curriculum Committee.

1. The committee drafted charges and appointed new members to fill openings on the three standing EFC committees: Curriculum, Promotion & Tenure, and Teaching. Continuing charges were also issued to the Ad-hoc Computing Services Committee as well.
2. Section 21 of the Manual of Procedure states, “The secretary of the Engineering Faculty Council shall make prompt written reports to the members of the faculty on all council proceedings.” The EFC interpreted this statement to include electronic written formats and decided that all future EFC reports to the faculty will be distributed in electronic format and posted at: <http://css.engineering.uiowa.edu/~efc/>
3. At the request of the Dean, EFC considered replacing the summer faculty meeting with an e-mail ballot if there is no other business on the meeting agenda. EFC drafted a motion to this effect that was approved by CoE faculty at a meeting on December 19, 2003.
4. Faculty committees were appointed to perform FPOA reviews of Professor Jeff Marshall, DEO of MIE and Professor Jon Kuhl, DEO of ECE.
5. Coordination was performed with the Provost’s committee performing the decanal review of Dean Butler to see that they also performed an FPOA review as is required by CoE policy.
6. EFC worked closely with the Dean’s office to conceive and implement an Online CoE Policy Archive (<http://www.engineering.uiowa.edu/faculty-minutes/>). This archive is intended to facilitate greater knowledge and awareness of CoE policies.
7. EFC consulted with the Dean’s Office regarding faculty compensation policies and the formation of the Dean’s Ad-hoc Resource Management Committee.
8. At the request of the Provost’s office, EFC developed a policy proposal on students when their children fall ill. This policy proposal was adopted at the CoE faculty meeting of December 19, 2003.
9. Dean Butler launched an initiative to increase global awareness among UI CoE undergraduates, with the goal of having this become a signature characteristic of our graduates. EFC endorsed this proposal and consulted with the Dean’s office, the EAC, and the Curriculum Committee on how best to implement this initiative.

10. EFC consulted with the Dean's office on retention data and rates for UI CoE freshmen dating back through 1994.
11. EFC and the Teaching Committee developed a policy proposal and motion for e-ACE, or electronic administration of Assessments of the Classroom Environment.
12. To guide policy on General Education Courses (GECs) the EFC in January of 2004 issued a charge to the Curriculum Committee to develop an over-arching vision for GECs within the CoE undergraduate curricula. The 2003-2004 Curriculum Committee deferred on this charge, and so it will be issued anew to the 2004-2005 Curriculum Committee as a high-priority item.
13. EFC appointed an Ad-hoc committee to work over the summer and Fall 2004 semester to draft proposed amendments to Sections 32 and 33 of the Manual of Procedure dealing with procedures for appointment of DEOs and center directors.
14. EFC decided that the Computing Services Committee should move from ad-hoc status to permanent EFC Committee status. Detail will be worked out by the EFC of 2004-2005.
15. EFC consulted with the Dean's office regarding graduate student issues including: target stipends; tuition reimbursement; and usage of Graduate College block allocation funds.
16. EFC exercised oversight in elections of: (1) one EFC member in September, 2003; (2) two new EFC members in April, 2004; (3) one Graduate Council representative in April, 2004; and (4) a faculty secretary in May 2004.