Minutes of the Engineering Undergraduate Studies Committee (EUSC)
January 22, 2014

Present, EUSC: Rothwell (ECE), Lyles (CEE), Sticklen (AES), Brereton (ME), Lee (CHE), Owen (CSE), Liao (BAE), Masten (ENE), Lapaix (Student), Al Dhaneem (Student)

Absent, EUSC: Mahapatra (ECE, UCC), Wolff (DE)

Also present: Idema (DE), Pease (DE)

1. **Agenda**: Approved with minor correction.

2. **Minutes** of December 3, 2013 were approved as written with a correction to the attendance.

3. **Teaching Effectiveness Task Force** Discussion continued. Concern that recommendations won’t go anywhere without support from Dean level. Suggestion that college adopt a continuing education credit model, using existing F&OD seminars. Requirement to attend a certain number per year ensures that faculty at all levels and experience get exposure to teaching assistance, and gives them the freedom to choose topics of interest. Also gives a metric to assess at promotion and tenure time.

4. **Student Service Awards** review committee needed. Nominations need to be reviewed in time for medals to be ordered for February 19 banquet. Committee of Al Dhaneem and Liao will review and make recommendations to UGS office. Further discussion on who can be nominated, as awards are given every spring, but a large number of students graduate in December. **Resolution** passed that any student who is enrolled in the current academic year can be eligible for award nomination. They will be invited to banquet regardless of graduation status.

5. **Commencement speaker selection** review committee needed as well to review applicants by February 28. Lapaix, Lee, and Idema will review and recommend further audition list.

6. **Review of Directors** process needed. Jon Sticklen, Pat Walton, and Daina Briedis are all in college-level director positions with terms that expire in May, 2014. Wolff instructed EUSC to develop review process for these three and make recommendation on reappointment. After discussion, it was decided that the entire EUSC (minus Wolff and Sticklen) would serve as the review committee, using the “off week” EUSC meeting time to meet and discuss. Committee will need job duties as assigned for each, list of accomplishments from each, and list of outside constituencies from which to gather information. Wolff would like recommendation to him, Dean Kempel, and Associate Dean Chatti (for Sticklen) by **April 1, 2014**.

7. **ENE421 course change** – PASSED

8. **Student Concerns** tabled until next meeting, as there was not enough time to discuss.

Meeting adjourned at 4:00pm

Respectfully submitted,

Amanda G. Idema