Present: M. Crimp (ChEMS, Council Chairperson), A. Ross (CSE), C.M. Saffron (BAE), Matthew Hirn (CMSE), M.E. Kutay (CEE), M. Worden (BME), T. Pence (ME), B. Hanton (UGrad-student representative), D. Escobar (Grad-student representative), T. Voice (ex-officio), L. Kempel (ex-officio)

Absent: N. Sepulveda (ECE),

- Meeting called to order at 12:05 p.m.
- Meeting minutes approved 12:07 p.m.
- Agenda approved 12:09 p.m.
- Senior Assoc. Dean Voice’s comments:
  o It is currently assumed that course teaching options in Spring semester will be limited in a similar manner as for Fall semester.
  o Capstone courses will still require similar social distancing and disinfection rules.
- Dean Kempel’s comments:
  o Faculty that communicate a health vulnerability to their chair/director towards COVID must be assigned a different duty/task by their chairperson or director.
  o Graduate courses will continue in Spring in the same manner as the Fall; aim is to keep research laboratories open.
  o Minimal hiring of faculty and post-doctoral associates this year because of budget uncertainty next year.
  o No "pause" in graduate admissions for 2021 is expected.
  o International student recruitment appears to be problematic.
- Chair Marty Crimp’s comments:
  o Comments on DEI documents circulated are still be accepted.
  o Budget shortfall university wide are occurring because of lower enrollment of out-of-state and international students, dormitories are not filled, health team income is lower because elective procedures were paused, and parking office is not collecting parking dues.
  o From discussions at faculty senate, retirement match of 10% is not likely to be reintroduced (it may continue at 5%).
  o For Provost Woodruf’s visit, Marty will prescribe the format of Zoom meeting.
- Further comments from Senior Assoc. Dean Voice:
  o Review of non-tenure faculty, research associates, etc.
    ▪ ECAC is to formulate a process for non-tenure faculty review.
    ▪ Subcommittee to provide guidance, comprised of tenure-stream and non-tenure faculty.
    ▪ Tom Voice will solicit subcommittee representatives, including an ECAC member.
  o Review of faculty load guidelines will be discussed in future meetings.
  o Review of Form D changes
    ▪ University Form D with College’s addendum is the current model.
    ▪ Update of instructions to clarify what is being requested on Form D.
    ▪ Matt Hirn, Chris Saffron, and Tom Voice will look at Form D and make easy edits.
- Discussion of the review process of Senior Assoc. Dean Voice
Mark Worden has requested the job description for Senior Assoc. Dean Voice.
Subcommittee will have items to discuss by next ECAC meeting.
- Meeting minutes for 9/15/2020 meeting were approved 1:11 p.m.
- Meeting was adjourned at 1:12 p.m.
- Meeting notes recorded by Chris Saffron