

J. Crayton Pruitt Family Department of Biomedical Engineering Faculty Meeting Agenda

Wednesday, October 9, 2019
3:00 p.m. – 5:00 p.m.

1. **Call to Order** – *Meeting started at 3:05pm*
2. **Guest Speaker** – NONE
3. **Approval of Agenda and Minutes** – *minutes unanimously approved*
4. **Important Dates** – *noted per agenda*
5. **Discussion Items**
 - 5.1. Items Requiring Action
 - 5.1.1. Faculty Vote – Engineer Series promotional criteria (Christine)
 - *Christine reviewed the criteria (was sent in advance of meeting)*
 - *Minor discussion phase of clarifications*
 - *Move to vote placed by Dobson and Seconded by Gunduz*
 - *Criteria unanimously approved*
 - 5.1.2. Faculty Vote – Affiliate Faculty Request for Aaron Mickle (Ed)
 - *Ed presented and reviewed the application packet*
 - *Minor discussion*
 - *Move to vote placed by Stabler and Seconded by Gunduz*
 - *Appointment unanimously approved*
 - 5.2. Department and COE Updates and Discussion Items
 - 5.2.1. Faculty search update (Christine/Greg)

*Greg outlined timelines for review and targeted appointments for BMES meeting
BME faculty slack channel created by Otto to facilitate coordination of meetings with
faculty candidates during the BMES meeting.*
 - 5.2.2. HWCOE and Law School joint appointment faculty search (Lakiesha)

*Lakiesha discussed the faculty hiring committee she is on and how they are seeking a joint
appointment. Will send along email with additional details*
 - 5.2.3. Adenbaum Foundation funds update (Christine)

*Christine discussed her thoughts on leveraging current Adenbaum gift to generate
scholarship endowment for undergraduate students. Brief discussion on financial targets
with general consensus from faculty that this would be a great fundraising focus for our
department*
 - 5.2.4. Industry partners in classes (Christine)

*Christine outlined how Senior Design is leveraging our industrial partners in course lectures
and the benefit this brings to our students. Encouraged faculty to reach out directly to
contacts to work with her to increase this opportunity.*
 - 5.2.5. Associate Chair for Undergraduate Studies – let us know by October 31st (Christine)

Christine solicited nominations to be given to her by the 31st of October

5.2.6. Pruitt Faculty Fellows – applications due December 2nd (Christine/Zac)

Christine outlined the requirements and solicited nominations to be given to her by the December 2nd

5.2.7. IDP Canvas procedures (Ben)

Ben encouraged all faculty to complete their IDPs through Canvas. Several faculty expressed problems with the constraints of the Canvas system and how they already have an optimized IDP process with their own lab team. They asked about how they can simply upload their lab IDP into Canvas without these constraints Canvas places on this. Ben asked faculty to email him their concerns and he can discuss this with Toshi

5.2.8. Awards Committee updates (Kevin)

Kevin outlined the recent award nominations posted, outlined how he is seeking nominations, and encouraged faculty participation

5.2.9. Outreach tracking (Christine/Ed)

Ed discussed how they are working with the Shepard Broad foundation to seek funds for increasing outreach programs. Since BME faculty are already strongly participating in outreach, they would like to further foster this, as well as document current efforts. Faculty should email all outreach (student and community) to Candi for tracking and promotion

5.2.10. Pathways to Success Teaching Workshop (Ed)

Ed discussed the workshop he has been participating in and how this has provided him with a wealth of information and ideas on how to generate a more engaged classroom environment. He showed the website resources to faculty and encouraged participation in the workshop, seminars, and webinars. He also offered to help faculty ad hoc

5.2.11. Professional development session: How to Give a Vision Talk (Christine)

Christine discussed interest and faculty involvement in PD sessions for post-docs. Faculty felt it was a good service, but should expand to senior grad students and others outside the department. Several faculty volunteered to participate in this first vision talk seminar.

5.2.12. Administrative & fiscal updates (Zac)

Zac provided an update on administrative and fiscal issues

5.3. Safety (Jon)

Jon outlined some changes in required safety training and how Kelly will be updating these training forms.

5.4. Student Org Updates (All)

Faculty advisors updated student orgs.

6. New Items (all)

No new items presented

7. Adjourn

Meeting adjourned at 4:50pm.