

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

Wednesday, November 17, 2021
3:00pm – 4:30pm

Attendees: Schmidt, Coffey, Otto, Gunduz, Rashidi, Keselowsky, Taylor, Stabler, Ferris, Phelps, Fuller, Hudalla, Parker, Allen, Williams, Ferrall-Fairbanks, Ding, McFetridge, Fang, Furtney

- 1. Call to Order (3:03)** – assigned Lakiesha Williams as note taker
- 2. Guest** – NONE
- 3. Approval of Agenda and Minutes** –October 20, 2021 minutes emailed in advance. Ayse (motion)
Dan (second)
- 4. Important Dates to Note** (mark your calendars!)
 - Events
 - November 18 – Pruitt Research Day (Keynote: William Murphy, Wisconsin)
 - November 25-26 – Thanksgiving Holiday
 - November 29 – Leadership Seminar, Jim Collins, Harvard/MIT
 - December 6 – Seminar, Catherine Kuo, Maryland
 - December 9 – BME Holiday Party –[will be collecting for staff gifts](#)
 - December 10 – Grad Pinning Lunch (for faculty with graduating MS/PhD students)
 - February 24-26 – Spring Grad Recruiting Visit
 - Awards Deadlines (Ayse)
 - November 19 – BME Excellence Awards Deadline for Nominations
[College awards due early spring. Reminder: update CV's and keep memberships up to date for when applying for Fellow status in professional societies.](#)
- 5. Discussion Items**
 - 5.1. Safety Minute (Lakiesha) (5 minutes): [EH&S will perform safety surveys starting in 2022 to assess our safety preparedness. Reminder to keep lab rosters up to date and do a self-inspection.](#)
 - 5.2. Diversity and Inclusion Minute (Parisa) (5 minutes): [Have students present a diversity slide in lab group meeting \(e.g., on topic they are passionate about, their culture\). Help lab members get to know each other beyond science. IDEA has resources that Ayse will share with the faculty.](#)
 - 5.3. Administrative Updates (Shaima) (5 minutes)
[Shaima will send each PI their list of project numbers and names. Encourage lab group to reference project numbers when making purchases.](#)
[RA feedback survey--12 respondents. Presented summary of results. Shaima will address resuming monthly reports for faculty. Reports will be automated-- pulled directly from UF ledger system.](#)
[Faculty should coordinate with BME IT in making equipment purchases. Ensure all items are tagged.](#)
 - 5.3.1. Departmental Buy Out Policy: [Faculty can request release from teaching assignment by buying out using academic years savings. Buyout comes out to 12.5% of annual effort. Communicate with Kevin Otto 3 months in advance of](#)

buyout semester. Buy out is not a guarantee and is handled on a case by case and semesterly basis.

5.4. Items Requiring Action – NONE

5.5. Department and COE Updates and Discussion Items

5.5.1. Chair and Associate Chair Updates (Christine/Kevin) (30 minutes)

➤ Engineering Wellness Dialogues and Needs Assessments Brief Report

Christine presented PPT summary of HWCOE mental health report (created by Dr. Carlos Rinaldi). Report includes mental health outcomes of 106 PhD students and 55 graduate faculty. See PPT for details. Mental health difficulties have had an impact on work for both groups. Few students and faculty reported are receiving professional services. Students concerns and faculty perception of their concerns are unmatched.

Events to support student mental health (Otto): Fall welcome, Post Doc appreciation, holiday picnic, undergrad research day, IDEA committee events, Lake Wauburg, and others. Krista Smith is organizing graduate student recess. Possibly planning a series of town halls with GSC.

PPT shown of Murfee's lab discussion on "This lab asked depressed Ph.D. students what's hardest—and what parts of grad school help them cope."

Christine recommended presenting this article to lab meeting article and normalizing the conversation. Encourage students to manage work life balance and support it with lab social activities. Homework is to discuss the article and survey results with labs.
https://www.science.org/content/article/lab-asked-depressed-ph-d-students-what-s-hardest-and-what-parts-grad-school-help-them-cope?utm_campaign=SciMag&utm_source=Social&utm_medium=LinkedIn

➤ Postdocs and Labs

The college is more open to hiring Postdocs.

5.5.2. Spring Expectations for Course Offerings (Kevin) (10 minutes)

No college strong recommendation to host hybrid/Zoom recorded courses in the spring. The department feels like faculty should decide what is best for their course. If not offering online options change syllabus and delivery format.

5.5.3. EOPR Committee Outreach Fund (Ruogu) (5 minutes)

Presented fund to organize outreach event. Deadline January 15. Decisions expected February 28. Supports 5-10 projects.

5.5.4. Pruitt Research Day Update (Dan) (5 minutes)

Start 11/18 at 9am. Keynote, Grad student presentations, students and faculty meet with Keynote, GSC workshop on mental health, posters, and awards ceremony. All virtual except GSC session.

5.5.5. Faculty Search Committee Update (Greg) (5 minutes)

25 applications in pool now. Priority submission date is December 1. Want our pool to increase. Re-tweet to push the date reminder. Will remain open after 12/1 but committee will start reviewing on 12/1.

5.5.6. Grad Recruiting Needs (Ben) (5 minutes)

Applications are due 12/5. Ben will be asking for an estimate for recruiting needs.

January 4th need to have top choices selected. Invitations will be made by January 11.

Spring visit starts Feb. 24th.

5.5.7. College Computing Task Force Report (Parisa) (5 minutes)

[Hold to next meeting](#)

5.6. Student Org Updates (All) (5 minutes)

5.7. Any Late-Breaking Committee Chair Announcements

6. New Items (all)

7. Adjourn (4:35 pm)

Committees Not Reporting: T&P Committee (Cherie); UG Program Committee (Lee); IDEA Committee (Parisa); Seminar Committee (Ed); Executive Committee (Mingzhou)