

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

Wednesday, March 22, 2023
3:00pm – 4:30pm

Attendees: (Allen, Bolch, Ding, Fan, Fang, Furtney, Gunduz, Hudalla, Lewis, Mansy, McFetridge, Nichols, Otto, Parker, Phelps, Porras, Schmidt, Sharma, Stabler, Taylor, Williams)

1. Call to Order – assign attendance/note taker

Ed Phelps: Notetaker

2. Guest – NONE

3. Approval of Agenda and Minutes – February 15, 2023 minutes emailed in advance

Previous meeting minutes were approved after a suggested edit from Blanka.

4. Important Dates to Note (mark your calendars!)

➤ Events

- March 27 – Seminar, Christina Boucher, UF
- March 29 – Industry Connect
- March 31 – Design Space Show Off
- April 10 – Seminar, Jerald Redmond, Medtronic
- April 12 – UG Research Day
- April 17 – Seminar, Mena Makary
- April 19-22 – SFB Conference
- April 25 – Seminar, Eric Appel, Stanford
- May 5 – Commencement
- May 7 – UG Pinning Ceremony

➤ Awards Deadlines

- HWCOE Awards deadline is moved to September
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- BME Excellence Awards
Proposal to move the BME department excellence awards nomination packet to be due in September.

5. Discussion Items

5.1. Safety Minute (Lakiesha) (5 minutes)

Send students interested in the safety council to Lakiesha, particularly undergrad 2nd years.

5.2. Diversity and Inclusion Minute/IDEA (Blanka) (5 minutes)

Update provided with summary of information from the college about public record requests.

Blanka reminded about the hygiene product drive for Women's History Month.

5.3. Administrative Updates (Ricky) (5 minutes)

Next faculty meeting is April 19, will be missing some faculty due to SFB.

News on research administrator. Matt Audette will be primary for pre-award. Matt's book of post-award will go to Lisa. Lisa and Obed will share post-award.

Kickoff of UF GO travel system. At some point the booking system through the UF GO system will become required for travel costs.

Anything bought on p-card will also be in the new system from today on and later.

- 5.4. Items Requiring Action – Affiliate Faculty Votes (Wes) (15 minutes)
 - 5.4.1. Mei He: Request for Affiliate BME Faculty w/o Grad Status (Wes)
Unanimously approved.
 - 5.4.2. Brian Hoh: Request for Affiliate BME Faculty w/o Grad Status (Ayse)
Unanimously approved.
 - 5.4.3. Benjamin Shickel: Request for Affiliate BME Faculty w/o Grad Status (Parisa)
Unanimously approved.
 - 5.4.4. Stephen Coombes: Request for Affiliate BME Faculty w/ Grad Status (Wes)
Unanimously approved.
 - 5.4.5. Shahabeddin Vahdat: Request for Affiliate BME Faculty w/ Grad Status (Wes)
Unanimously approved.

- 5.5. Department and COE Updates and Discussion Items
 - 5.5.1. Executive Committee Update (Wes) (10 minutes)
 - Proposal for instituting two-year staggered terms on BME Committees
 - Proposal for ExCom biannual review of AF appointments
Required biannual update form for AF for information gathering.

 - 5.5.2. T&P Discussion (Cherie) (10 minute)
Attempts for wholistic reviews of T&P packets and better contextualization of packets. Discussion of reducing reliance on student evaluations for teaching. Having a peer evaluation of teaching could be an addition to the packet.

 - 5.5.3. Mansy PtP Packet Discussion (Cherie) (35 minutes) (May must leave)

6. Adjourn

Committees Not Reporting: EOPR (Kyle); Faculty Search (Greg); GPC (Ben); Research (Lakiesha); Seminar (Ana); UPC (Lee)