

Executive Committee
September 9, 2016

Meeting Notes

Present: Esma Gel (chair), Susan Squire (Secretary), Brent Vernon, Andreas Spanias, Ram Pendyala, Kenneth Sullivan, Arun Sen, Samantha Brunhaver, Nadia Kellam, Xiao Wang (rotating off SBHSE member)

Absent: Jit Muthuswamy (new SBHSE member), Greg Raupp, Marcus Herrmann, Cun Zheng Ning

Guest: Marco Saraniti

1. **Introduction of Vice Dean of Faculty Administration**: Marco Saraniti introduced himself as FSE's new dean for faculty administration. His role will include interaction with the Executive Committee. He won't attend all meetings -- only those requested by the EC chair.
2. **New EC Chair**: Ram Pendyala was elected new chair of EC.
3. **Next AFSE Meeting**: Suggested dates include November 2nd, 7th, 22nd (Thanksgiving week) – all 2-4 p.m. Agenda items can include: State of the college, Intro of new faculty and exemplar faculty (from last spring), and 10 minutes on what we did last year. Ram will draft agenda and circulate to committee. Annette will check venue availability for the dates above.
4. **Distinguished seminar**: Last year the committee came up with long list of potential invitees which didn't go anywhere. We need to target a spring date – people from NSF or gov't positions. We need to get started identifying invitees. We should consider scheduling the seminar in April, 2017. A plaque will need to be ordered that the dean can present to the speaker. Elon Musk was suggested as someone "fun" to invite to speak.
5. **Faculty evaluation process document**: Last year we collected a survey from the faculty about the evaluation process. This was triggered by Dean Johnson asking the EC to streamline the process for the school directions. We couldn't figure out a way to streamline it. The faculty had commented that they're entitled to have a written document that explains what's required, when and by whom. This is a high priority for the dean. At the moment each school has a different process. We're telling people what the process is -- not how to evaluate. The final document will need approval from school directors, Dean and AFSE. Once FSE finalizes a document it will be sent to Provost's office for comments.

Next Meeting: Friday, October 7, 2016; Location TBD