
COLLEGE OF ENGINEERING FACULTY ORGANIZATION (CEFO) MEETING MINUTES

Tuesday, January 20, 2026

The meeting was called to order at 11:40 AM.

Location: EPIC G287

Attendance The following individuals were recorded as present via signature on the attendance sheets:

Brett Tempest, Minhaj Alam, Ahmed Arafa, Nan BouSaba, Jim Conrad, Anni Li, Dipankar Maity, Shahed Mohammed, Bienvenido Rodriguez-Medina, Ron Sass, Sam Shue, Ke Wang, Nicole Braxtan, Wei Fan, Carlos Gonzalez-Calderon, Gleen Moglen, Mariya Munir, Dave Naylor, William Saunders, Mei Sun, Yamilka Baez-Rivera, Don Chen, Michelle Demers, Ron Graham, Xuyang Li, John Nettles, David Newell, Sheldon Xie, Maciej Noras, Christopher Green, Meg Harkins, Robert Loweth, Jaime Berez, Youxing Chen, Ahmed El-Ghannam, Lynnora Grant, Kevin Lawton, Jose Martins Outeiro, Steve Schmid, Regina Vrikkis, Qiuming Wei, Ke Zeng

Welcome and Approvals

- There was a change in the agenda, and the amended agenda was adopted.
- The minutes from the October 14, 2025 meeting were approved unanimously.

President's Remarks

- **New Syllabus Policy 400.1.6[R]:**
 - The new policy was adopted on 12/19/25 and becomes effective 1/15/26, with syllabus collection starting in Fall 2026.
 - Syllabi are now considered public records and are subject to public request.
 - The University will create a repository where course syllabi will be posted to a searchable database.
 - *Faculty Concerns & Questions:* Faculty raised questions regarding the changes to syllabi. It was noted that changes in grading are allowed, and different sections taught by different instructors will be accommodated. Instructor names and contact information will not be included on the public syllabi, and a new syllabus will need to be generated every semester.
- **CEFO Secretary Vacancy:**
 - The CEFO Secretary position is vacant this semester. A call for volunteers was made.
 - Duties include keeping minutes and records of the faculty and Executive Committee meetings.
 - Interested volunteers should contact the CEFO Executive Committee.

Dean's Report

- *(Struck from the agenda)*

KEEN Announcement

- Meg Harkins presented the KEEN announcement.
- A new book club and podcast titled "Beyond the Syllabus" is launching.
- The discussions are prompted by the book *"Think Again"* by Adam Grant.

- Episode 3 will feature host Rohini Abhyankar. While there is no definitive date for the podcast release, copies of the materials are available starting January 30th.
- Five faculty members won book copies: Yi Cao, JQ Wang, Arun Ravindran, Courtney Green, and Christopher Green.
- The KEEN National Conference will feature over 90 presenters and over 40 workshops to inspire teaching.

Common First Year Update

- Dr. Courtney Smith-Orr provided an update on the first full semester of the Common First Year program.
- The ENGR 1300 course had a Fall 2025 enrollment of 652 students, which included 54 UCOL students.
- Students engaged in a semester-long project where they had to create a K-12-level engineering-based science museum exhibit illustrating a Grand Challenge.
- Projects utilized a creativity lab equipped with laser cutters and 3D printers, and students were required to include an Arduino microcontroller. A video showcasing the projects was shared with the attendees.
- Each department within the College contributed to the committee evaluating the program's first semester.
- Q&A: Discussion occurred on the best ways to display the student projects. Splitting the ENGR 1300 course over two semesters was discussed as a possibility, though the committee is still unsure. It was noted that two additional faculty members have been recruited for the program.

CEFO Committee Reports - CEAPCC

- Dr. Bill Saunders presented on behalf of the College of Engineering Academic Policy and Curriculum Committee (CEAPCC).
- A slide was shown detailing the current committee composition.
- The committee reviews Modern Campus Curriculum proposals at the college level and prepares them for Banner implementation.
- Regarding the consent calendar: Proposals representing 50% or more of a new program are placed on the consent calendar. Proposals falling under that threshold are not placed on the consent calendar.
- Any agreement regarding these proposals must be unanimous.

Special Committee Report

- Dr. Joshua Dickenson presented an update regarding the Special Committee for the Reappointment and Promotion of Special Faculty (non-tenure track).
- The presentation slides listed the committee members, and faculty were encouraged to contact the committee if they have any questions.
- Currently, 34% of the university faculty are special faculty, while 66% are tenure track. Within the College of Engineering specifically, 33% of the faculty are special faculty.
- The financial contributions of special faculty were emphasized, estimating a rough impact of \$50 per student in class per lecture.
- Q&A: A question was raised by the MEES Chair regarding the procedure and the specific roles of the College of Engineering versus Department administration. It was

clarified that the College is directly in charge of the procedure.

Adjournment

- The next CEFO meeting is scheduled for March 17, 2026.
- A motion to adjourn was made and adopted.
- The meeting was adjourned at 12:43 PM.