

**GEORGIA INSTITUTE OF TECHNOLOGY
MEETING OF THE FACULTY EXECUTIVE BOARD**

MINUTES

Meeting of June 13, 2017

Held in the Poole Board Room of the Wardlaw Building

Members Present: Balsam (Secretary of the Faculty, GTRI), Bras (Provost), Briscoe (GTRI-ATAS), Clark (CoC-CS), Cross (EVPR), Feron (AE), Garcia (AE), Girardot (Assoc VP Undergrad Ed), Gourisankar, (ChBE), Hughes (USGFC Rep., ECE), Lotempio (GTRI-SEAL), McIntyre (Business), Milosevic-Brockett (Biology), Nation (GTRI-ELSYS), Prasad (Grad Pres SGA), Shepler (Chemistry)

Members Absent: Cottle (CoD), Foster (Modern Lang), Hall, Bobby (GTRI-CTISL), Hall, Leslie (Staff Council), Mihail (CoC-IC), Peterson (President), Peramanu (Ugrad Pres SGA), Pollet (Chem & Biochem), Pusateri (Staff Council), Riley (Vice-Chair, ECE), Simpson (OSP), Wong (Staff Council)

Guests: Cozzens (Vice-Provost Grad Ed & Fac Dev), Ferri (VPGEFD), Herazy (Pres Office), Tiruvadi (Grad VP SGA), Weinsheimer (CTL)

1. Dr. Elena Garcia, Vice-Chair, opened the meeting at 3:05 P.M.
2. Dr. Garcia welcomed our new student leaders. The SGA Graduate President Skanda Prasad and VP Vineet Tiruvadi were present. Tiruvadi introduced himself as a fifth year BME PHD program and looking forward to working with everyone. Prasad 4th year EE PhD student. The Undergrad SGA President Sujay Peramanu and VP Richard Wang were not able to attend.
3. The Vice chair, directed the Board's attention to the posted minutes of the April 4, 2017 Faculty Executive Board meeting (**Attachment #1**). One correction to change Williamson to Williams. **A motion was made and seconded to approve the minutes with the one correction. The motion passed without dissent**
4. The Vice-Chair called on Provost Bras to remark on matters of interest to the Georgia Tech community.
 - a. There are four finalists for Dean of Engineering announced tomorrow. They are extraordinary candidates. Candidate presentations will be June 22, 26, July 10, and 12. Recognized search committee for their efforts. He encouraged us all to attend these sessions and provide input. Target is to have a selection in by August.
 - b. Recognized Bonnie Ferri as the new Vice Provost for Graduate Education and Faculty Development as of August 15. A great successor to a great job done by Susan Cozzens and thank you to Susan.

- c. Charles Isbell has been selected as the new Faculty Athletic Representative (FAR). Three new members of the Athletic Board: Misha Botchway, Mitchel Walker, and ? (from facilities).
- d. Associate Vice Provost for Academic Effectiveness is a new position that will integrate assessments and date in the APR. A person has been chosen, but cannot announce.
- e. Second cohort of Emerging Leaders program have been selected and will start in September. Many of the names that have already been mentioned are graduates of this program.
- f. Campus Carry: there will be an information session on June 14 in Clough 152 from 11-12. He encouraged us to attend and hear from Chief Connelly. I know many are not thrilled with this development, but it is the law and we must abide. The USG has provided guidance and FAQs.
- g. The Library project is proceeding. This is exciting. There will be some interruptions, but they will try to minimize and will be posted. One asks if it should still be called a library because it is much more than a place for books.
- h. Scholarship and Fellowship Administration task force chaired by Steve French. Responded to Foundation concern that even though 85% of money was distributed, there is about 15% left on the table. That is a lot of money that is left on the table. We gave over \$22M of student aid and about \$5M left last year. It sounds simple, just spend it, but it is not that simple as there are a lot of accounts you cannot do anything about. Series of recommendations to promote cross unit communications so grad studies and undergrad studies can be aware. It is impossible to reduce to zero; would be happy if we could reduce to half of that.

Provost Bras called on EVPR Dr. Cross for his comments:

- i. Angst among faculty and graduate students about federal research funding due to President Trump's proposed budget. Dr. Cross was in DC two weeks a couple of weeks earlier and Robert Nost took him around to meet staffers on the appropriations committee. We have not had a budget passed at the beginning of a fiscal year since 1966; we have had concurrent resolutions. We have to be prepared for any changes. We expect there may be changes in funding for environmental sciences and energy; some of the areas we are strong in may be plussed up. Website on the Research Page has latest information. Every day we see correspondence between presidents of American Association of Universities Institutions; work with their delegations to impress the importance of NIH and NSF Funding. He wants us to know they are doing the best they can to lobby for research in Washington, DC.
- j. Two companies formed Innovation Centers last month Siemens Mobility and Plustronics, maker of the Fitbit. We are beginning to be surrounded by these. This month there will be a dedication of Delta's Advanced Manufacturing Innovation Center and one from a major US aircraft manufacturing company that cannot be announced yet. These are the centers we like to see with faculty and students working there alongside industry; this center will have robotics assembly and advanced manufacturing. This is very exciting. Chick-fil-a is opening one in Tech Square this month; they are interested in analytics and future of digital media and social media. Last year we turned a corner in terms of

commercial support of research. First time we went over \$100M in commercial support. It is great as we want to diversify our revenue resources.

5. We will now hear from Dr. Susan Cozzens on the CIOS Data Task Force and their recommendations (**Attachment #2**). This is a follow through from our meeting in April from the undergraduate student's suggestions. The suggestion is to make the verbatim comments in the CIOS survey available to the supervisors. This recommendation came from two sources; first a task force, Task Force for Learning Environment (TFLE) that Dr. Bras put together after a white paper prepared by students. That recommendation was also picked up by the students at both levels to support the recommendation.

Following discussions at the April FEB, Susan formed a task force to explore campus reactions to the proposal. The group had a discussion with Associate Deans and had three focus groups and do recommend additional focus groups in order to cover all the colleges. During the focus groups they presented the proposals, shared the pros and cons reported so far, and held a discussion. At the end of the focus group, they had a mock ballot with space for comments. They have documented these focus group and have some recommendations. There was a lot of discussion in these groups about CIOS in general. It was noted that CIOS may not have the correct questions and may not evaluate well the effectiveness of the teacher. Also, problems with students as commenters and comments from students. Some comments are not constructive and some are hurtful or demeaning.

Recommendations:

1. Continue focus groups to get a wider range of faculty input
2. Immediately add to the current CIOS:
 - a. Language stressing that feedback is expected to be constructive
 - b. Question on the environment of respect in the classroom, as established both by faculty and students.
3. Establish FEB Task Force to examine the current CIOS and recommend any changes to make it an effective tool
4. Undertake study of current qualitative comments on an aggregated anonymous basis, to characterize content.
5. Campaign for collegiality, civility, and respect in the educational environment and SGA campaign with regard to student comments on CIOS.

Discussion among the FEB about these recommendations and additional feedback about CIOS.

- Angst about CIOS to be addressed before information shared with chairs and deans.
- Need to educate students that comments are seen not only by the instructor.
- Organization of the class. Often there are additional instructors associated with a large design course so how are the comments attributed to the correct instructor.

- We can find information about GT Teaching effectiveness now on the website; students post information already. It might be best if we created a useful feedback system.

FEB actions on their 5 recommendations:

1. The current Task Force continue the focus groups in the fall term and provide a report back to the FEB. This report should include study of current qualitative comments. (TF #1 and #4).
 2. **Motion on 2.1:** Add language to CIOS that feedback is to be constructive. Motion was seconded and passed without dissent.
 3. No vote is needed on recommendation #5. The Provost's office will take on a campaign for respect in the educational environment and SGA should be asked to campaign that student comments on CIOS need to be respectful.
 4. Create a Task Force to evaluate the current CIOS and determine how to improve the tool. This task force would need to include the new VPGSAF, Bonnie Ferri, and representatives from all the colleges. (#3 and 2.2 would be considered).
 - a. **Motion: Create a Task Force to assess value of CIOS and recommend any changes needed with a communication and implementation plan. Motion seconded, discussion, and passed.**
6. The Chair called on Ms. Jeanne Balsam, Secretary, to share a request from Reta Pikowsky, Registrar. Ms. Balsam reminded everyone that the FEB has the authority and responsibility to consider action items for the Academic Faculty Senate when they are not available. A request was made to approve the summer graduates. The degree list has been reviewed and approved by the colleges. **A motion to approve the August 2017 degree list was seconded and passed without dissent.**
7. The Vice-Chair reported that we have a temporary vacancy on the IGCC for the fall and spring term. Professor Brandon Dixon (ME) will be at GT Loraine this next fall and spring semester and unable to participate on the IGCC. Professor Devesh Ranjan (ME) is willing to represent CoE during Prof Dixon's absence. Prof Ranjan ran for election to the IGCC and is the 1st runner up.
- A motion was made, seconded, and passed to confirm the appointment.**
8. The chair called on Secretary Jeanne Balsam to tell the Board about a proposed calendar of Faculty meetings in the next academic year. She provided a handout in **Attachment #3** showing the proposed calendar. **She moved that the calendar be adopted. The motion was seconded and passed without dissent.**
9. Ms. Balsam told the Board about the election of the chair and vice-chair officers of the FEB for the next academic year. She stated that nominees for Chair and Vice-Chair needed to be identified by the first meeting of the next academic year, namely August 22, 2017. She planned to send an email to that effect to all Board members, present and incoming, explaining the opportunity to serve and providing descriptions of duties. Then at the August meeting, nominees would be introduced, and if there were multiple candidates, an email ballot would be sent to

continuing and new members to decide those who would serve. She asked any who had an interest in serving in one of these positions to send her an email. Recommendations of nominees were also welcome.

10. Dr. Garcia polled committee liaisons for any reports of matters that should come to the board's attention. The following were significant highlights not covered elsewhere:
 - a. **Staff Council:** absent
 - b. **Joe Hughes (USGFC rep):** The USGFC has not met, but there has been a lot of email since the Campus Carry law was approved.
 - c. **Sujay Peramanu (Pres, Undergrad SGA):** absent
 - d. **Skanda Prasad, (Pres, Grad SGA):** nothing to report
 - e. **Erica Briscoe (Stud Grievance and Appeal):** absent
 - f. **Russ Clark (Faculty Services):** nothing to report
 - g. **Mark Cottle (SAFAC):** absent
 - h. **Eric Feron (Student Activities):** nothing to report
 - i. **Paul Foster (Academic Integrity):** absent
 - j. **Steven Girardot (Student Honor):** nothing
 - k. **Satya Gourisankar (Faculty Honors):** nothing
 - l. **Bobby Hall (Faculty Benefits):** absent
 - m. **Johanna Lotempio (Student Computer Ownership):** Guidelines have been finalized and an updated website has been completed.
 - n. **John McIntyre (FSGC):** one case resolved. Another case to be heard in July.
 - o. **Milena Mihail (IGCC):** absent
 - p. **Mirjana Milosevic-Brockett (Statutes):** Statutes committee has a meeting planned for July.
 - q. **Doug Nation (Student Regulations):** nothing to report
 - r. **Pamela Pollet (Staff Council):** absent
 - s. **Carrie Shepler (IUCC):** nothing to report
 - t. **Dana Simpson (Welfare & Security):** absent

u. Cara-Joy Wong (Staff Council): absent

11. Dr. Garcia thanked Susan Cozzens for her contributions and wished her well in retirement.
12. Dr. Garcia asked if there was any additional business and hearing none adjourned the meeting at about 4:50 pm.

Submitted by Jeanne Balsam, Secretary
August 22, 2017

Attachments

1. [Minutes](#) of the April 4, 2017 Faculty Executive Board meeting
2. CIOS Data Task Force [recommendations](#)
3. [Calendar](#) of faculty meetings for 2017-18 academic year