

PART X

Agendas of the EFC meetings

Dear Faculty:

The Engineering Faculty Council will hold its November meeting on Wednesday, November 6th, from 12 – 2 pm, in room 526 of RTH. All full-time Viterbi faculty are welcome to attend and lunch will be provided.

The main topic of discussion will be the attached proposed revision of the EFC By-laws, which the EFC's Committee on By-laws Revision recently finished after many discussions with faculty, the Dean's Office, Senate President Chuck Gomer and Senate President-elect John Silvester, and Senate President Gomer's panel. The new revision makes five changes to the April 2012 By-laws revision, which gives full EFC representation to full-time nontenure-track faculty. The new changes (in red in the attached document) include proposed procedural changes from the panel and also ensure that only tenure-track members can decide which issues are tenure-related and that only tenure-track faculty can vote to revise By-laws provisions that are tenure-related. Below I have appended a summary of the five changes and their associated rationales. I have also appended the April 6, 2012 email message from then-EFC-Chair John Silvester, explaining how the 2012 By-laws revisions (in blue the attached document) alter the 2003 EFC By-laws.

The EFC meets monthly from 12-2 pm on the first Wednesday of the month (except for January when it meets on the Wednesday during the first week of classes - January 15, 2014).

Best regards,

Joe Kunc
Chair of the Engineering Faculty Council
Professor of Astronautics, Aerospace Engineering, Physics and Astronomy
kunc@usc.edu

MEETING AGENDA

1. Welcome and Introduction: J. Kunc
 2. Proposed By-laws revisions: By-laws Revision Committee
 3. General discussion
 4. Other business
 5. Adjourn
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Agenda for December 4, 2013

Dear Faculty:

The Engineering Faculty Council will hold its December meeting on Wednesday December 4th, from 12 – 2, in room 526 of RTH. All full-time Viterbi School faculty are welcome to attend. Agenda for the meeting is below.

Best regards,

Joe Kunc

Chair of the Engineering Faculty Council

kunc@usc.edu

MEETING AGENDA

1. Welcome and Introduction: J. Kunc
2. Approval of minutes
3. Status of the process of voting on the EFC Revised Bylaws.
4. Evaluation of Associated Deans in the Viterbi School (closed session for EFC members only).
5. Other business.
6. Adjourn.

Agenda for January 15, 2014

Dear Faculty:

The Engineering Faculty Council will hold its January meeting on Wednesday January 15, 2014 from 12 – 2 in the room on the second floor of the University Club (the room is called “Scriptorium”). All full-time Viterbi School faculty are welcome to attend. Agenda for the meeting is below.

Best regards,

Joe Kunc
Chair of the Engineering Faculty Council
kunc@usc.edu

MEETING AGENDA

1. Welcome and Introduction: J. Kunc
2. Approval of minutes
3. Process of election of the representatives for the next EFC.
4. Faculty involvement in management of computer-related activities in the Viterbi School and in the University.
5. Evaluation of Associated Deans in the Viterbi School (closed session for EFC members only).
6. Other business.
7. Adjourn.

Agenda for February 5, 2014

Dear Faculty:

The Engineering Faculty Council will hold its February meeting on Wednesday February 5, 2014 from 12 – 2 in Room 232 of the new Tutor Campus Center TCC.

All full-time Viterbi School faculty are welcome to attend. Agenda for the meeting is below.

Best regards,
Joe Kunc

MEETING AGENDA

1. Welcome and Introduction: J. Kunc
2. Approval of minutes.
3. Discussion with a group of senior administrators from the dean's office about their job missions and goals.
4. Progress of process of election of the representatives for the next EFC.
5. Progress of process of evaluation of the Viterbi School's Associated Deans (closed session for EFC members only).
6. Other business.
7. Adjourn.

Agenda for March 5, 2013

Dear Faculty:

The Engineering Faculty Council will hold its March meeting on Wednesday March 5th, from 12 – 2, in Room 526 of RTH. All full-time Viterbi School faculty are welcome to attend. Agenda for the meeting is below.

Best regards,

Joe Kunc
Chair of the Engineering Faculty Council
kunc@usc.edu

MEETING AGENDA

1. Welcome and Introduction: Joe Kunc
2. Approval of minutes.
3. Report of the Task Force on Academic Integrity: Steve Bucher
4. Status of the election of representatives to the 2014-15 EFC.
5. Status of the assessment of the Associate Deans.
6. Senate-imposed new rules for faculty evaluation.
7. Other business.
8. Adjourn.

Agenda for April 2, 2014

Dear Faculty:

The Engineering Faculty Council will hold its April meeting on Wednesday April 2nd, from 12 – 2pm, in Room RTH-526. All Viterbi School faculty are welcome to attend.

I asked Dean Yortsos to come to the EFC meeting to discuss the results of the recently completed Assessment of the Associate Deans of the Viterbi School. He cannot do it since he has already scheduled meetings in Canada at that time. However, he will comment on the results through John O'Brien who will do it during the April 2 meeting.

Agenda for the meeting is below.

Best regards,

Joe Kunc

Chair of the Engineering Faculty Council

MEETING AGENDA

1. Welcome and Introduction: Joe Kunc
2. Approval of minutes.
3. Completion of the Assessment of the Associate Deans of the Viterbi School. Dean's evaluation of the Assessment's results: John O'Brien.
4. The Academic Senate's proposed changes to the Faculty Handbook.
5. The Academic Senate new rules for faculty evaluation.
6. Status of the election of representatives to the 2014-15 EFC.
7. Efficiency of Contracts and Grants, technology licensing, transfer of legal responsibilities to faculty, importance of staff personnel.
8. The EFC Clearinghouse.
9. Other business.
10. Adjourn.

Agenda for May 7, 2014

Dear Faculty:

The Engineering Faculty Council will hold its May meeting on Wednesday May 7th, from 12 – 2pm, in Room RTH-526.

This is the last meeting of this EFC. All Viterbi School faculty are welcome to attend.

Agenda for the meeting is below.

The main order of business will be the election of the new EFC Officers, in accordance with the recently approved EFC Bylaws. I have attached a copy of those Bylaws.

I have also attached the email that I recently sent to the Academic Senate, calling for a blue-ribbon committee to evaluate the mixed performance of the Academic Senate, and to make recommendations to improve the Academic Senate as our premiere faculty-governance body.

In accordance with the Bylaws, I will send you at the end of this week, after the May 7th meeting, a report that will include my thank you letter and summary of this year's activities of the EFC.

Best regards,

Joe Kunc

Chair of the Engineering Faculty Council

Professor of Astronautics, Aerospace Engineering, Physics and Astronomy
kunc@usc.edu

Attachments: (1) new EFC Bylaws

(2) email to Academic Senate about restructuring the Senate

MEETING AGENDA

1. Welcome and Introduction: Joe Kunc
2. Approval of minutes.
3. EFC/APT Merit Review Report.
4. Academic Senate's changes to Faculty Handbook.
5. Academic Senate's new rules for faculty evaluation.
6. Update of Roster of the next (2014-15) EFC.
7. Elections of officers of the next EFC.
8. Other business.
9. Adjourn.