

**FACULTY MEETING MINUTES****3:00 – 4:15 p.m.****September 12, 2024****FRNY 3059 & Zoom**

Faculty Attending: Bao, Bernal, Caruthers, Corti, Dou, Gounder, Greeley, Harris, Hebner, Iglesia, Li, Liu, Martinez, Masuku, Miller, Morgan, Narsimhan, Pol, Reklaitis, Ribeiro, Schultz, Sirola, Tackett, Thomson, Wang, Won, Yuan

Staff Attending: Fackelman, Gonzalez, B. Johnson, J. Johnson, Nagy

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The September 12, 2024, faculty meeting minutes were approved as presented.

Announcements:

- 2025 Kelly Lecturer call for nominations has started, please be sure to respond to Joshua Gonzalez's emails.
- • Reminder to submit any last minute CoE Staff Excellence Award nominations to Joshua Gonzalez
- • An Adjunct Associate Professor appointment for David Hibbitts started this semester until he joins us as an Associate Professor on Jan. 1, 2025.
- • Primary Committee Meeting is scheduled for Oct. 17, 2024, after the faculty meeting in FRNY 3059
- • The Mellichamp Lecturer, Ruth Misener, will be visiting on Oct. 20-23, 2024

Undergraduate Committee:

1. Professor David Corti informed faculty about the required ABET annual assessments books in comparison to the last two semesters. Changes to lab reports guidelines not done until October. For the ABET book (electronic) - collect handouts, homework, exams, syllabus. For every graded assignment include three of the students work. When completed turn it in to Sandra Hendryx in Undergraduate Office.

Graduate Recruiting Committee:

1. Faculty voted to increase the PhD stipendium to 40K. Proposal under review at college level. Hopefully, a decision will be made by December 1 and take effect by Jan 1, 2025.
2. Professor Rajamani Gounder informed the faculty that a survey on how the PhD students use their laptops was conducted. If students want to keep a laptop they have to buy it, but not many students want to do buy a laptop. We have a lot of laptops that are not being used anymore and are in Bev's office. Professor Bernal highlighted several problems. Problem number one is the equipment is outdated. Laptops are too expensive to buy through school. Most PhD students are not happy with the situation. 18% of PhD students did not have a laptop due to issues. The other issue is that they don't have a laptop in the first semester. Instead of a laptop, the incentive could be increased from \$500 to \$2000. If students don't have one, we will recommend for them to get one though before the student buys one, they would need to figure out what kind would be good depending on the research group they are going to join. The question is going to be how this money could be distributed. A laptop does not seem to be the factor to come here. A loaner system could be a possibility for the first semester.

**FACULTY MEETING MINUTES –SEPTEMBER 12, 2024**Graduate Committee:

1. Professor Morgen informed about the Upstream oil and gas production new elective in the spring.
2. Reminder for advisors of visiting students outside of chemical engineering, you have to make sure that they had their safety training.

Faculty Search Committee

1. Nothing new to report

Alan Fox task force:

Professor Gounder informed about the task force main items:

1. Possible financial model for funds for the PhD students
2. 220-volt power backup in the labs
3. Evaluating research investments. We are trying to match research ideas with funds.
4. We could make the ads/promotional materials about ideas for the AIChE meeting.
5. We are collecting ideas about all the changes we could make in the department.

The meeting was adjourned at 4:01 p.m.