

## ***J. Crayton Pruitt Family Department of Biomedical Engineering Faculty Meeting Agenda***

Wednesday, January 8, 2020

3:00 p.m. – 5:00 p.m.

*In attendance:* Schmidt, Keselowsky, Hudalla, Murfee, Stabler, Bolch, Ding, Rashidi, Gunduz, Phelps, Sharma, Fuller, Allen, Dobson, McFetridge, Nichols, Otto, Rowlinson, Mansy.

*Also in attendance:* Zac Bielling, Sommer Green.

*Minutes taken by:* Fuller

- 1. Call to Order**
- 2. Guest Speaker – Amy Buhler, BME Librarian**
  - Top 5 list – Affordable Course Materials, Canvas & the Library, Course Guides, Research Skills/Information Literacy, Tech @ MSL.
  - Take-aways – Use course reserves, you can embed material into Canvas Shell, see PPT from Amy.
  - \*Add Amy Buhler to your Canvas Shell as “Librarian,” it’s an option in Canvas now.
  - Tech@MSL – VR headsets, sewing machine, iPads, Google glasses, podcasting kit, etc. for check-out!
  - Biomedical Engineering Home on library website, multiple databases and guides available.
  - Predatory journals – use thinkchecksubmit.org and other indicators, such as checking databases to see if a journal is likely a predatory journal or not.
  - ARCs or Academic Research Consulting Services.
  - InterLibrary Loan is a great resource to tap into.
- 3. Approval of Agenda and Minutes – December 11, 2019 minutes emailed in advance**

Stabler motioned to approve, Bolch seconded, approved unanimously.
- 4. Important Dates to Note (mark your calendars!)**
  - February 12 @ 3pm – BME Faculty Meeting
  - February 20-22 – Graduate Recruitment
- 5. Discussion Items**
  - 5.1. Safety (Jon)

December college meeting was cancelled. PI’s stay current with training, go to myufl and make sure you don’t have any outstanding trainings to do. If students feel unsafe, please help them be comfortable with coming to us and talking about how we can improve safety.

- 5.2. Diversity and Inclusion (Christine/Ayse)

D&I club is preparing for February Black History Month.

- 5.3. Items Requiring Action – NONE

#### 5.4. Department and COE Updates and Discussion Items

##### 5.4.1. Faculty/personnel updates (Christine)

Email was sent out, please talk with Christine if you have any questions.

##### 5.4.2. Affiliate engagement/events (Christine)

We've received input that some affiliates want to be more engaged in general. General feeling from faculty is that what we're currently doing is fine.

##### 5.4.3. Faculty search update (Christine/Greg)

Greg Hudalla gave an update on the candidates who have visited and will visit our department.

##### 5.4.4. ABET collection in spring (Kyle)

If you received an individual email from Kyle Allen you will be collecting ABET data.

##### 5.4.5. Revisit: Food @ oral examinations (Christine)

Perspective from college is that the oral examination should be an examination, and there should not be expectations for the students to provide the food at the meetings. Suggestion: have the food after the examination to separate the two issues.

Motion to adopt Chemical Engineering wording by Dobson, seconded by Murfee. 8 voted to approve, 4 against, and 4 abstained. Motion did not pass. Christine will circulate the Chemical Engineering wording. Motion to table this item by Allen, Dobson seconded the motion, unanimously approved.

##### 5.4.6. Administrative & fiscal updates (Zac)

Before winter break, Victor sent an email about looking at software listings. Many people are buying software licenses directly, such as GraphPad, and the department could buy it for you at a discounted rate.

#### 5.5. Student Org Updates (All)

GSC update – the GSC cell culture workshop is starting tonight. Please give feedback if you have students involved in this.

### 6. New Items (all)

Hudalla – February 8<sup>th</sup> Cade Museum event, ask Dr. Hudalla for details.

**7. Adjourn**

Minutes taken by Eric Fuller, 01-08-2020.