

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

Wednesday, March 29, 2017

3:00 pm – 5:00 pm

- 1. Call to Order**
- 2. Guest Speaker(s) – Dr. Forrest Masters, Associate Dean for Research and Facilities, HWCOE –**
Forrest presented a talk on “Research Productivity” focusing on large-scale proposals and the resources available for them. There was a computer/projector malfunction and Forrest ran out of jokes (which many indicated may be a world-first) while Matt fixed it. Ben’s work on the RAC was highlighted but I forgot what that acronym stands for. The mysteriously named RAC has resources to help with large grant applications. He also indicated that BME is a real success story at UF and he highlights our department in many talks, both internal and external. Forrest also indicated he is impressed with Ed, though the reasons for this were not readily apparent. The “r.eng.ufl.edu” website is in development and will contain boilerplates and other resources for large proposals. Forrest will send slides to the department for dissemination.
- 3. Approval of Agenda and Minutes**
February 22, 2017 minutes emailed in advance - approved
- 4. Important Dates to Note (mark your calendars!)**
 - ▷ April 20 @ 11am – Annual Lake Wauburg Networking Event
 - ▷ April 26 @ 3pm – BME Faculty Meeting
 - ▷ April 27 @ 12pm – BME Faculty Retreat
 - ▷ April 30 @ 3pm – Commencement/Pinning Ceremony, Reitz Union Rion Ballroom
 - ▷ May 8/9 – BME External Advisory Board Dinner/Meeting
- 5. Discussion Items**
 - 5.1. Items Requiring Action – NONE
 - 5.2. Safety (Pete) – Pete highlighted the upcoming Exxon Mobile safety course and active shooter training.
 - 5.3. Department and COE Updates and Discussion Items
 - 5.3.1. Faculty Search Update (Pete) – Two offers in negotiation. One final candidate for interview this round. One additional candidate is still being reviewed by the search committee. One candidate has declined our offer. There is support for an on-campus interview with an additional candidate. Christine will arrange. Pete and Christine highlighted that we should all treat every candidate with a positive attitude to ensure that each leaves with a positive impression of UF BME and that they would be excited to work here.
 - 5.3.2. Faculty Retreats (Christine/Carlos) – There will be a faculty retreat to go through the strategic plan. Regular academic retreats will be scheduled in the fall the week before classes start. The Fall 2017 retreat will focus on ABET preparation.
 - 5.3.3. Impact Statements (Christine) – Christine requested everyone prepare an “impact statement” on their work so that it is ready for award nominators. She will forward hers to use as a template. She also encouraged everyone to contact Candi with any potential PR stories resulting from their work.

5.3.4. BME Space (Christine) – Christine has negotiated with Forrest Masters for significant addition space on the 3rd floor in NEB. This was met with a rather raucous ovation.

5.3.5. Curriculum Review (Kyle)- Kyle presented an overview of the upcoming undergrad curriculum changes. The undergrad committee will have a retreat in the fall to examine these changes and look at the possibility of a “wet” and “dry” BME track.

5.3.6. PhD Recruitment (Cherie) – Cherie reported that there were 18 Preeminence Fantastic Student Fellowship Awards offered (6 accepted, 1 declined, 11 pending), and 7 Graduate Assistantships offered (1 accepted).

5.3.7. MS Nonthesis and Thesis Students (Cherie) – Didn’t really get to this.

5.3.8. Administrative & Fiscal Updates (Zac) – A training grant workshop with Wayne McCormick is on the cards. Interested faculty should contact Zac. HR bandwidth is stretched at the moment and BME is in negotiations with HWCoE to try to fund additional HR personnel.

6. New Items (all)

7. Adjourn

Committees Not Responding/Reporting:

Executive Committee (Jon); Research Committee (Ben); Tenure & Promotion Committee (Mingzhou); Seminar Committee (Blanka); Awards Committee (Kevin)