

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

Wednesday, September 16, 2020  
3:00 p.m.

### **MINUTES**

**1. Call to Order – assign note taker**

**2. Guest – NONE**

**3. Important Dates to Note (mark your calendars!)**

- October 7 – BMES Registration Deadline
- Be sure to have your students apply for financial support before the end of the week
- October 14-17 - BMES Annual Meeting, Virtual

**4. Discussion Items**

**4.1. Safety (Jon)**

Jon provided updates on his participation in the BME Task Force and the COE Safety Task force. Encouraged awareness of recent elevation in COVID rates in Alachua county, with spread among UF students.

With elevated risk, it is essential that everyone follows COVID safety guidelines both on-campus and off. Schmidt sent a reminder today and will continue to do so to promote this safety message. PIs and faculty should continue to enforce this message.

Reminder that new UF policy requires wearing masks outside when social distances guidelines are not met.

Discussion of presenting the collaborative efforts across BME in the next Crosslink.

**4.2. Diversity and Inclusion (Christine)**

Schmidt presented on behalf of Gunduz (who has a competing class). She relayed that the D&I club held an international student orientation and a general body meeting. Good attendance and participation. Club is discussing ways to bring in more undergraduates and work with other diversity initiatives on campus.

Lakiesha and Kevin – discussed their grant to seek to bring in 5 junior/senior high school students from Eastside to UF for research engagement/coursework for URM. Kick off planned for June 2021.

**4.3. Teaching Minute (Kevin)**

Phelps: Presented BME 3060 – scope of course, objectives, topics, and ABET integration. Gave an example of a problem. Discussion on scope of topics covered – momentum, charge.

Fang: Presented BME 3053C –scope of course, objectives, topics, and ABET integration.

Fuller: Outdoor tents are available for socially distanced teaching or events. Are using them for

**4.4. Items Requiring Action**

**4.4.1. Faculty Vote – BME Executive Committee Membership**

- Chair, Full Professor

Nominations: Stabler  
Vote: Unanimous yes  
Final Decision: Stabler

➤ *Associate Professor*

Nominations: Allen  
Vote: Unanimous yes  
Final Decision: Allen

➤ *Assistant Professor*

Nominations: Nichols  
Vote: Unanimous yes  
Final Decision: Nichols

4.5. Department and COE Updates and Discussion Items

4.5.1. *Department and College Updates (Christine)*

- Reminder that Teacher Scholar nominations are in Jan. Global fellows application is also coming up. In general, you should be working with our awards committee to increase nominations
- University is encouraging faculty to have very limited face-to-face interactions with students after Thanksgiving. Faculty discussed plans for their face-to-face instruction (lab and senior design) and will adjust based on college/university suggestions.
- Also discussed UG in the lab in terms of ensuring they are compliant (HR controls COVID screening). Schmidt will seek guidance from Forrest. Also encouragement to not have UG in the labs after Thanksgiving (and to let Schmidt know if you do want them back).
- Discussion of VPR portal and flexibility in addendums.
- UF Faculty Senate is discussing cancelling Spring Break and the spring term will start later.
- EDGE sections have to be recorded for off-line viewing. Encouraged recorded lectures for all online classes.
- If you have a COVID positive student in your face-to-face classes, you are to NOT communicate this to the class. The student should contact the contact tracers, who will conduct this investigation. James (COE Safety Director) is also available to help identify potential issues with elevated risk. He can also coordinate cleaning if there are any issues.
- Any specific questions you have regarding COVID and face-to-face teaching – please send to Schmidt so she can get the answers you need.
- UFPD was in a recent Chairs meeting to discuss their initiatives and services, as well as their training. BME will host a UFPB meeting in the future.
- Homecoming is canceled so do not cancel class that day.
- Still working on hiring a replacement for Zac.
- 2% budget cuts have already been initiated.
- Plan for another 10% ENG budget cut effective July 2021. Also anticipate tuition loss, which will impact the departmental and college budget, as well in FNA from research expenditures.
- Regarding COVID safety violations – If you see something, say or report something

- AI recruitment is pending – no clear plan as of yet but be prepared by building relationships and keeping an eye out for potential recruits.

#### 4.5.2. Seminar Committee Feedback (Ed)

- Phelps wanted to give an opportunity for feedback.
- No concerns and the seminars have been going well.
- Interested in speakers outside of academic as well, so please provide suggestions.
- Will seek student feedback (via the GSC leadership) for scheduling the next series (as most were rescheduled from COVID).

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

GPC (Nichols): Williams was appointed as the new faculty advisor. Group is working to synergize with other organizations.

BMES (Rowlinson): Students are still working on trying to navigate the new COVID restrictions. Tent usage has been difficult due to weather issues. Focusing more on online activities in lieu of socially distanced events.

Amer Soci Biomech (Nichols): Having their first meeting – cross-disciplinary interactions. Working on virtual outreach programs with community outreach.

SfB (Hudalla): Still working on how to do more online events. Working to revamp the UF SfB annual conference for enhanced speaker engagement but challenged by so many other online conferences.

#### 5. New Items (all)

Discussion of potential for full MS online program in BME. Graduate committee has been tasked to discuss this.

#### 6. Adjourn

**Committees Not Reporting:** Tenure & Promotion Committee (Jon); Graduate Studies Committee (Ben); UG Studies Committee (Lee); Faculty Search Committee (Greg); Awards Committee (Kyle); Research Committee (Dan)