

**Faculty Meeting
AGENDA
Electrical Engineering Department
University of South Carolina
Dr. Roger Dougal, Chair
Thursday, January 21, 2016 at 3:30 pm in EE Conference Room 3A75**

	Topics	Time (Mins)
1. Announcements --		
	<ul style="list-style-type: none"> ○ Introduce Dr. Jamie Steadman , instructor for 102 and Dr. Moinul Islam, instructor for 220 and 371 ○ Minutes from last month were electronically approved ○ eWeek – Saturday February 20, 2016 volunteers needed ○ Annual Evaluation Review Meetings – please accept meeting requests ○ Spring 2016 Peer Evaluation Assignments ○ Five-semester teaching assignment – still open for feedback 	15
2. Committee --		0
	<ul style="list-style-type: none"> ● Undergraduate Committee – Dr. Simin <ul style="list-style-type: none"> ○ Updates and changes on course syllabi and grade requirement for prerequisites ● Graduate Committee – Dr. Ginn <ul style="list-style-type: none"> ○ PhD qualifying exam ○ ME program modifications ● Faculty Development – Dr. Matolak <ul style="list-style-type: none"> ○ Revision of the PTR policies/procedures 	5 10 10
3. Report of Chairman --		0
	<ul style="list-style-type: none"> ○ Student support for Assessment Process and Website Development ○ Spring 2016 Enrollments 	20 60