**EIC Draft Minutes for September 17th, 2019 JHZ 3062**

**submitted, John Bender**

Attendance: Shah, Fitzpatrick, Callahan, Munk, Garrett, Ngassa (guest, UAS), Murarescu, Jeffryes, Kowalski-Braun, Barnhart, Willey, Sheffer

(Not attending: Walsh, Maouene, McKay, Kandalaft, Blue, Perhamus)

Not yet on mailing list: Sweeney

--Visit from Felix Ngassa (UAS) and Discussion of EIC IPL memo (start of meeting)

 EIC now has August 12th response from Felix on our proposal

 Significant discussion on what got lost in communication

 Confirmation that a new, Pew FTLC Faculty Fellow will be created

 John promises to re-write the IPL memo

 Several EIC members still have questions about status of UAS Chair response

--Teach-In Session Proposal review group has been set up (Fitzpatrick, Kowalski-Braun, Garrett, Barnhart, Murarescu), with CMS4 access, spreadsheet from Joshua, and one proposal now (!)

--post updated EIC committee list to Bb

--post alphabetic “Secretary of Day” list (Barnhart, Bender, Callahan, Fitzpatrick, Jeffryes, Kandalaft, Maouene, Shah, Sheffer, Willey) for all subsequent EIC meetings this academic year

--EIC requests reports from each EIC Faculty Member on Teach-In contacts to their colleges

 work out system for CLAS EIC faculty (Bender, Callahan, Maouene and Shah)

 list of proposed contacts in each college

 notes to Deans or other specific college DEI contact

--upcoming dates, and modifications of upcoming EIC Meetings

 Oct 3rd: FTLC event

 Oct 15: Shared Professional Development Seminar (KC 2204)

 Oct 29th: Provost Office event for several ex-officio EIC members

--John agrees to bring forward EIC Chair Teach-In info

--agreement to settle EIC Subgroup memberships for remaining charges: Completed Accessibility Objectives and Ombudsman