Present: Balasubramaniam, Frid, Mukherjee, Portis, Safferman, Udpa, Voice, Worden

1. Minutes: the draft minutes from the May 12, 2009 meeting were approved.

2. Introduction of ECAC Members

3. Dean’s Comments
   - Reviewed recent memos from Provost Wilcox entailing cost cutting potential, restructuring undergraduate education to become more efficient, decreasing degree requirements, and increasing flexibility of undergraduate programs.
   - Dean Udpa stated that reducing program requirements was not feasible for engineering programs as many requirements are mandated by ABET. Savings must be realized by increasing efficiencies.
   - Several examples of potential cost cutting activities were discussed.
   - Dean Udpa requests input from faculty relating to both issues discussed in Provost Wilcox’s letters.
   - Dean Udpa emphasized some projects, such as renovations, are funded from dedicated accounts that cannot be transferred to other categories such as salary.
   - Committee members emphasized the need for strategic changes so that programs do not become deficient. The University’s web site on guiding principles was referenced.

4. Selection of Chair and Secretary for 2009-2010: Dr. Balasubramaniam was selected as Chair and Dr. Safferman as secretary for the 2009-2010 academic year.

5. Engineering Representative to University Committee on Liberal Learning: a teaching conflict with the current representative exists resulting in the need for a new representative.

6. ECAC Annual Report from 2008-2009: completed by Dr. Worden and reviewed by the Committee.

7. Other Business
   - In response to a memo concerning the inactivity of the Composite Materials & Structures Center Advisory Committee, the purpose and need of such committees were discussed. The ECAC believe that advisory committees can be valuable if meaningful advice is provided that is then carefully considered by the advisee.
   - ECAC meetings are to be scheduled approximately every other Monday from 4 to 5 PM.

Respectfully submitted:

Steven Safferman