Present: Worden, Torng (for Chang), Mukkamala, Hashsham, Dean Udpa, Frid

1. Approval of Meeting Minutes for May 12, 2010 and September 15, 2010: Minutes of these two meetings were approved without changes. Both minutes were approved simultaneously.

2. Approval of Department By-laws: Each department by-laws needs to be reviewed by ECAC every five years and approved. The status of various department by-laws was as follows:

   BAE  2005 - This is the latest. Dr. Guyer is in the process of revising it.
   CHEMS  5/3/2005 – Needs to be reviewed
   ME  9/1/2005 - Amended on 1/10/2008 but not reviewed/approved by ECAC
   CEE  2/10/2005 - amended on 4/13/2006 but not reviewed/approved by ECAC
   CSE  March 2006 (due next year)
   ECE  4/18/2006 (due next year)

CHEMS by-laws was last amended on May 3, 2005 and approved by ECAC on 9/21/2005. It is now due for review by ECAC. Worden will communicate with CHEMS to check if there are additions to the 2005 by-laws.

Thus CEE and ME by-laws needed review and approval by ECAC. Two teams were formed to review the by-laws and report back on Nov 12th for changes (if any) and approval by ECAC.

   CEE: Mukkamala and Chang
   ME: Hashsham and Worden

3. Dean's Comments: ABET outcomes have been communicated to the respective departments. NRC report program ranking is also out. Even though it is based on 2005 data, the rankings are showing improvements. It is expected to be better with current data. Additional efforts to enhance perception may further improve the rankings.

Respectfully submitted

Syed Hashsham