Engineering College Advisory Council  
Michigan State University  
Minutes, December 7, 2009  

FINAL  

Present: Balasubramaniam, Chai (for Jain), Frid, Mukherjee, Safferman, Udpa, Voice, Worden  

1. Minutes: the draft minutes from the October 5, 2009 meeting were approved with one minor revision.  

2. Dean’s Comments  
   - Dr. Wolff is completing his fifth year as Associate Dean of Undergraduate Studies and is seeking reappointment.  
     o Dr. Wolff is preparing a list of new initiatives under his office.  
     o The ECAC was invited to provide independent recommendations on his reappointment. Recommendation should include consideration of new College initiatives and responsibilities associated with the position.  
     o The EUSC will contact all faculty members for comments.  
     o All comments need to be provided to Dean Udpa by the end of January.  
   - School of Packaging approached Dean Udpa concerning the initiation of a Packaging Engineering degree. ECAC suggested that the School of Packaging supply a document showing the rationale for the proposed degree and an outline of the program, with input from engineering faculty members.  
   - Currently, promotion and tenure documents and forms allow for the reappointment of a second term assistant professor with tenure or the appointment of an associate professor without tenure. ECAC voted to remove these options.  
   - Dr. Voice was appointed chair of the College Rating Committee.  
   - Budget cuts may make hiring teaching assistants for non-service classes difficult.  
   - Many universities teach graduate students about academic careers. Included are a required teaching experience and the preparation of a proposal. The ECAC voted to request that the Engineering Graduate Studies Committee look into developing such a class.  

3. University committees: several University committees require representation from the College of Engineering. ECAC members will discuss with their respective departments to obtain nominations. The list of candidates from last year will also be forwarded.  

4. Brief report on implementation of the strategic plan: a review of the two subcommittees was provided and a detailed update is expected within a few months.  

Respectively submitted:  

Steven Safferman