This document summarizes the activities of the Engineering College Advisory Committee (ECAC) for the past academic year. During the year, several routine issues were dealt with, as well as those with significant import. While most of the proceedings of the ECAC are reflected in the minutes, the following highlights some of the more significant activities that we embarked upon during the last year:

1. We had several discussions regarding the budget shortfall, and the means that we could cope with it. Budget discussions occupied several of our early meetings. It was strongly recommended that the Dean discuss the budget explicitly in the faculty meeting to (i) demonstrate the leaness of the College and (ii) explain the manner in which we plan on coping with anticipated shortfall.

2. We extensively discussed developing a program to train all graduate students in some aspects of teaching.

3. We approved the motion to mandate that all graduate faculty attend at least one Undergraduate graduation ceremony/year.

4. We reviewed Dean Wolff’s reappointment package and recommended the development of a standardized procedure, consistent with that of reappointing Chairs of Departments.

5. We made minor changes to the handbook relating to change in the administration structure.

6. The committee gave feedback on the proposed undergraduate program in Packaging Engineering.

7. The committee reviewed the Academic Program Report prepared by the Electrical and Computer Engineering Department.

8. On-line voting for University and College committees was instituted.

9. We recommended that a seminar be instituted on the workings of the College Rating Committee for Chairs and new faculty members, and possibly faculty going up for action.