Present: Balasubramaniam, Safferman, Udpa, Voice, Worden

1. Minutes: the minutes from the February 20, 2009 meeting were approved with revisions.

2. Dean’s Comments
   - Budget planning continues as funding cuts are expected. A budget update was provided during a special faculty meeting earlier in the week.
   - Contingency plans are being prepared in case stimulus funding becomes available.
   - At the last Chair’s meeting, the first three program reviews were scheduled: Electrical and Computer Engineering, 2009-2010; Chemical Engineering and Materials Science, 2010-2011; Civil and Environmental Engineering, 2011-2012.

3. Program Changes to Engineering By-Laws: the ECAC approved calling for a faculty vote at the upcoming Engineering Faculty meeting (March 19, 2009) to amend changes to the Engineering By-Laws primarily relating to the formation of two new committees: the Engineering Research Committee and the Engineering Graduate Studies Committee. Both functions were originally combined in the Engineering Research and Graduate Studies Committee.

4. Agenda for the March 19 College Faculty Meeting
   - Dr. Balasubramaniam will lead the meeting as Dr. Worden will be out of town.
   - An agenda was determined.

5. Faculty Activity Information System (FAIS).
   - The FAIS resource was widely used by faculty last year.
   - Minor problems were corrected, and suggestions for improvements are being sought.
   - Automatic capture of database information such as grants and student committees is being developed.

Respectfully Submitted:

Steve Safferman