

**College of Engineering Faculty Meeting Minutes  
Michigan State University  
Thursday, March 19, 2009**

DRAFT

1. **Agenda for March 19, 2009 College of Engineering Faculty Meeting:** agenda distributed by email prior to meeting and a printed copy was approved at the beginning of the meeting without changes.
2. **Approve Minutes from the October 16, 2008 College Faculty Meeting:** passed without changes.
3. **Status of College – Dean Satish Udpa:** presented budget scenarios associated with the anticipated cuts. Included was a review of the anticipated percentages of the cuts over the next 3 years, likely expenses, and the impact of the cuts if absorbed by salaries or tuition.
4. **Status of Research – Dr. Leo Kempel, Associate Dean for Research**
  - Compared funding amounts and sources from 2002 and 2008. In 2008, the sources are more diverse, with more expenditures associated with DOD and NIH.
  - Because of the stimulus package, opportunities for funding at NSF, NIH, and DOE are unusually high.
  - NSF will have a midterm call for proposals to purchase major equipment. The call is expected at any time.
  - Strongly recommend preparing proposals for Career awards because of a substantial increase in funding for the remainder of the year.
5. **Status of Graduate Studies – Dr. Manooch Koochesfahani, Associate Dean for Graduate Students and Faculty Development:** the combination BS-MS option was initiated on March 18, 2009 for the graduate Civil, Environmental, Mechanical, Computer Science, and Electrical Engineering Programs. Up to 9 credits can be shared between the BS and MS degrees. The option will be available for the other graduate programs in the near future.
6. **Status of Undergraduate Studies – Dr. Tom Wolff, Associate Dean for Undergraduate Studies**
  - Enrollment trends were briefly reviewed. A substantial increase in applicants, admits, and paid deposits were noted.
  - Dr. Neeraj Buch has been named director of the Cornerstone Experience and Residential Experience Programs. Both are fully launched.
  - The Residential Experience Program will move from Bailey Hall to Wilson Hall in the Fall of 2009.
  - The NSF STEP Program has been launched with the first group of connector faculty assigned to students. Additional faculty members will be solicited as the number of participating students increases.
  - Study abroad programs were discussed.
    - The number of students participating is down.
    - Mechanical and Electrical Engineering have new study abroad programs.
    - Study abroad programs are receiving emphasis from the University.
  - A realignment of staff in the student advising office is expected to occur this summer.
  - The diversity of employers participating in The Center activities is increasing.
  - The Engineering Education Group is looking into submitting additional proposals relating to engineering education.

- 7. All-University Campaign – Lyndsay Cook, Development Office – Engineering:** campaign is ongoing, started in February and proceeding until June. However, donations are accepted any time.
- 8. Status of teaching effectiveness initiative – Dr. Rick Lyles, Professor of Civil and Environmental Engineering**
- The document “A Framework for Action: Improving and Evaluating Teaching Effectiveness” prepared by the Teaching Effectiveness Task Committee was sent to faculty members by email.
  - A PowerPoint presentation on proposed activities was presented.
  - A vote by the faculty accepted the report and recommendation for implementation.
- 9. Status of College Strategic Planning – Dr. Shanker Balasubramaniam, Professor of Electrical and Computer Engineering**
- The document “College of Engineering Strategic Plan (Draft)” was emailed but a section was missing. The complete report will be emailed soon.
  - A PowerPoint presentation was provided that included a review of the document and strategic objectives.
  - Input is solicited and should be sent to a faculty member’s department representative or directly to Dr. Balasubramaniam.
  - The report is anticipated to be finalized within 1 month.
  - Once completed, a ballot will be sent to faculty to vote on its acceptance.
- 10. Proposed Changes to College By-Laws – Dr. Shanker Balasubramaniam, Professor of Electrical and Computer Engineering**
- Proposed changes to the College By-Laws were distributed. The changes entail the division of the Engineering Research and Graduate Studies Committee into 2 committees, one for research and one for graduate studies.
  - An amendment to add “graduate” before any mention of “course” was proposed.
  - A ballot will be sent to faculty to vote on accepting the changes to the amendment.
  - A recommendation will be made to the EUSC to add “undergraduate” before any mention of “course.”
- 11. Introduction of New Faculty and Staff (Chairpersons):** the Chairs, or their representatives, introduced recently hired faculty and staff members.

Respectfully Submitted:  
Steve Safferman