Engineering College Advisory Council
Michigan State University
Minutes of Monday, December 1, 2008

FINAL

Present: Balasubramaniam, Engeda, Jain, Safferman, Udpa, Voice, Worden
Guests: Buch, Lyles (Teaching Effectiveness Task Committee Members)

1. Minutes: the revised minutes from the November 17, 2008 meeting were approved.

2. Dean’s Comments: a midyear budget cut appears likely although details are not available yet. The Dean will keep the ECAC updated.

3. Teaching Effectiveness Initiative (Lyles)
   - The 2007-2008 College Rating Committee suggested that teaching effectiveness receive more emphasis during the tenure and promotion process. In response, the ECAC established the Teaching Effectiveness Task Committee in partnership with the EUSC.
   - Volunteers from both committees served on the new Teaching Effectiveness Task Committee with the addition of one non ECAC/EUSC member.
   - The Teaching Effectiveness Task Committee decided to emphasize both improving and evaluating teaching effectiveness.
   - A draft report “A Framework for Action: Improving and Evaluating Teaching Effectiveness” was developed.
   - Content was presented to Dean Udpa, Associate Dean Wolff, and Associate Dean Koochesfahani. A presentation is planned to the EUSC in the near future. A goal is to discuss the document at the March faculty meeting.
   - Dr. Lyles reviewed the overarching recommendations and emphasized that the current document is a draft and the committee is seeking feedback.
   - Once reviews by the EUSC and ECAC are complete, the Teaching Effectiveness Task Committee will reconvene and make changes based on suggestions.
   - Ultimately, the faculty will be asked to formally vote on accepting the document.
   - Suggestion/requests to the Teaching Effectiveness Task Committee from ECAC members
     - Provide a list of tangible activities/suggestions.
     - Concern was raised about the recommendation for developing new courses under the continuous course development item. This may not be appropriate in some departments. A suggestion was made to add a recommendation to this item pertaining to improving existing courses and teaching a variety of courses at both the undergraduate and graduate level.
     - Involve faculty as soon as possible. The ECAC asked members to discuss the document in upcoming departmental faculty meeting.
     - Because all departments were not involved in the preparation of the document, a Teaching Effectiveness Task Committee member is available to present to these departments if requested.
     - List action items in the document’s executive summary.
     - The Dean requested that the document be sent to the chairs in preparation for a planned discussion at the next Chair’s Meeting.
4. Strategic Planning Initiative (Balasubramaniam)

- ECAC requested formation of a strategic planning committee at the beginning of the 2007-2008 academic year.
- The committee was facilitated by an alumni and each department had a representative. Two associate deans, one chair, and one faculty member also served.
- The sections in the document that contained the mission, core values, vision, and list of six strategic issues were discussed.
- Questions/Discussions
  - The difference between the strategic issues and that which the College has always strived for was discussed. An important distinction is that this effort builds a comprehensive, college-wide plan.
  - Concern on striving for non-obtainable goals was raised. The committee did consider the college’s strengths and resources in developing recommendations.

Respectfully Submitted:

Steve Safferman