1. **Attendees**
   M. Crimp (CHEMS), F. Salam (ECE), D. Reinhold (BAE), M. Gaustad (Grad), L. Dillon (CSE), F. Jaberi (ME), P. Mantha (CEE), Udpa (Eng)

2. **Setting of Day and Time of ECAC meetings for semester**
   - Meetings were set for the 1<sup>st</sup> and 3<sup>rd</sup> Wednesdays of each month from 8-9 am.

3. **Approval of December 17, 2012 Minutes**
   - Discussion of minutes
   - Minutes were approved with minor corrections.

4. **Solicitation for Election of Representatives for University level positions**
   - Each ECAC member will solicit 2 nominees total for the 6 councils/senates/committee. Nominees will be collected for the February 6 meeting

5. **Identifying faculty representatives to serve on College Hearing Board for students**
   - Each ECAC member will solicit 1 nominee for the College Hearing Board. Nominees will be collected for the February 6 meeting

6. **Dean’s Comments**
   - CoE has received approval from the Acting Provost to pursue the Biomedical Initiative. A steering committee will be formed to formulate the development of this initiative. ECAC members suggested members of their department that would appropriate to serve on the committee. The Dean collected these names and will approach these faculty members to serve.

Respectfully submitted
Martin Crimp, Secretary, Engineering College Advisory Committee