College of Engineering Advisory Committee Meeting

September 14, 2012

Minutes

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

2. Selection of Chair and Secretary for the 2012-2013 academic year.
   - P. Mantha elected as chair.
   - M. Crimp was elected secretary.

3. Approval of Minutes
   - Minutes of the May 9, 2012 meetings were approved without correction.

4. Setting of Meeting Dates
   - Meetings were set for the 9:00-10:00 on the first and third Fridays of the month.

5. Award Decision
   - It was recommended that Ajit Srivastava’s award from the ASABE Leadership be recognized on the CoE listing of awards in the northwest stairwell.

6. Approval of extension of term limit.
   - ECAC approved the ECE Department’s request to allow Tim Hogan to serve as the department’s safety representative beyond the term limit outlined in the CoE Bylaws.
   - As part of this discussion, it was decided to form a subcommittee to review the college bylaws and bring suggested revisions to the faculty for vote. This subcommittee will consist of Laura Dillon, Martin Crimp, and P. Mantha.

7. Tasks from 2012 to be dealt with in the coming year.
   - ECAC reps will ask their respective department chairs to initiate Grievance Procedure reviews by the Office of the Ombudsperson (contact person: Julie Peters, petersj@msu.edu, 3-8830).
   - Department bylaws will be reviewed by ECAC prior to the end of the year.
   - Each Department’s Bylaws will be reviewed by two members of ECAC that are not faculty members in the department whose bylaws are being reviewed.
   - ECAC will review and update the CoE Strategic Plan.

8. Dean’s Comments
- Enrollment is engineering at the freshman level is up considerably.
- Engineering is expanding the residential program.
- Bosch has joined the support team for the residential program.
- The residential engineering program toolbox is expanding through outside support.
- State of Michigan has approved the first funding for the biomedical engineering facility.
- A draft revision for the intellectual property rules for undergraduate research is working its way through the university.
- Post tenure review policies are being developed out of the Provost Office.

Respectfully submitted
Martin Crimp, Secretary, Engineering College Advisory Committee