Minutes for Engineering College Advisory Committee, 19 September 2016

Present: Leo Kempel (by phone), Tom Voice, Karim Chatti (CEE), Jack Deller (ECE), Vangie Alocilja (BE), Shankar Balasubramanian (ECE), Tom Bieler (ChEMS), Zane Crawford (graduate student), Alec Wilhoite (undergrad)
Absent, Joyce Chai (CSE) with regrets, Jongeun Choi (ME)

Meeting commenced at 1:30 pm

1. Minutes of 13 May meeting were reviewed and approved (CHECK?)

2. Update by Dean: (Someone else will have to fill in)

3. Nomination of new chair. Bieler was nominated and he agreed to serve.

4. Review of all University Awards – packages were not complete, and because Bieler is nominated, he needs to be recused from this discussion, so the committee agreed to have Shankar organize this process via email.

5. Change of college bylaws based upon recommendations from 2015-16 ECAC committee; the current committee agreed to reviewing them prior to approving them and presenting them to the college for approval. (These changes are primarily about incorporating CMSE and BME faculty appropriately into the college administrative structures, and this reflects signing of the Memorandum of Understanding last Spring).

6. Other business, Tom Bieler asked Tom Voice about progress regarding conference room organization and space that was discussed in the prior year. Tom Voice described processes in place where University assesses $/sqft as a primary basis for discussion. He expressed need to change from current departmental horse trading as the basis to a more strategic process handled at the college level. Recent progress of giving up the library to make space for CMSE, as well as moving ChEMS into CMSC offices and DER into prior ChEMS space to free up office space for new faculty represents reallocation of space in a more efficient manner, and showing efficiency makes it more possible to make convincing arguments in the future. The university did a space assessment and found that compared to peer universities, there is enough space in the foreseeable future, but the challenges are how to allocate the space effectively.

7. The committee agreed to take minutes in a rotating manner, and Shankar agreed to take minutes at the next meeting, and make a template possibly using google documents to maintain these records.

8. Adjourned at 2:10 pm.

Minutes by Bieler