
GEEN 1500 Update – A final recommendation was made by Diane Sieber to extend the offering of this course for an additional year. The course (1 credit hour) will feature a new curriculum including significant student side quests. The course modules and textbook will be eliminated, and departmental assistance will be requested in setting up side quests. Mechanical and Aerospace have indicated that they will continue to recommend that their students take this course along with open option students, while the other departments will continue their own introductory courses. The course will potentially be offered to A&S freshmen as part of the Pre-engineering curriculum.

Campus Enrollment/Budget Update – As a result of lower than forecast campus-wide enrollment in Fall 2012, the campus has a $10MM budget shortfall. All but $3MM of this shortfall will be covered by the campus. Each of the colleges/schools has been requested to identify potential cuts that may be implemented if enrollment numbers remain lower than forecast for Fall 2013. The campus has made available a retirement incentive program for faculty. CEAS will communicate this program, anticipating that the required college budget cuts, if any, will be met by faculty requesting this retirement incentive.

Update on New and Expanded Degree Programs – New degree programs that are in place or under review and potential new degrees for the College were discussed with consideration of how these programs will help fulfill the College’s projected enrollment growth (see handout). The group identified the resource implications and challenges of adding new programs or departments and shared perspectives on establishing interdisciplinary minors as possible stepping stones for establishing new majors. In particular, interest was expressed in a Biomedical Engineering minor, though it was noted that including laboratory courses may be difficult. An additional recommendation from John Bennett is a program on the intersection of Engineering and Public Health. The discussion will continue in advance of setting budgets for the next round of growth funding.

Meeting with Chairs – The Dean and Department Chairs discussed department-based faculty and staff awards as well as staff needs in the departments and College. Two of the departments (Civil and Mechanical) have comprehensive awards programs, which will be shared with the other departments. Rob summarized data showing that undergraduate enrollments have risen 13%, graduate enrollments 50%, and research funding 70% in the six departments over the past five years. During this period, rostered staff numbers in the departments have risen 12%, with another 6% increase on soft funds. Support was expressed for adding additional departmental staff from ICR funds and for the possibility of more centralized support for appointments, travel reimbursement, and accounting functions.

Brief Items – The following items were also noted:

- Renovation proposals are due March 15. A request was made to delay the due date for these proposals to later in the Spring next year, given that faculty hiring is still underway and drives some renovation proposals.
- Graduate fellowships and assistantships requests are due March 15.
- Faculty evaluations are due March 15 or up to April 1 upon request.
- Rob will request that the due date for ARPAC reports be extended from April 1 to May 15.
• PhD hooding will occur at Engineering Recognition Ceremony.
• The Engineering Advisory Council is April 26. All Admin Council members are encouraged to attend part of the EAC as schedules allow. The agenda will be sent out in advance.
• The Engineering Awards Banquet is April 26. Invitations to the banquet have been mailed, and all Admin Council members are invited to attend.

In Attendance - Rob Davis, Kurt Maute, Penny Axelrad, Jim Martin, Victor Bright, Jackie Sullivan, Jeff Sczechowski, Carin Knickel, Diane Sieber, John Bennett, Mike Lightner, Angie Bielefeldt for Keith Molenaar, and Will Medlin for Dan Schwartz.