Summary of the 8/26/2013 Meeting of the CU Engineering Administrative Council

4:00 Brief Announcements
- Welcome Jana Milford as Chair of MechE
- College faculty/staff meeting at 3:00 pm on 9/5
- Engineering Advisory Council meeting on 9/27

4:05 Enrollment Outlook
- Undergraduates – About 820 new freshmen (up from 778) and 3621 overall (up from 3382), 28% women (update: 836 new freshmen, 3655 overall)
- Pre-Engineering Program – 527 new freshmen enrolled
- BA in Computer Science – 194 enrolled
- Graduate Students – 1473 enrolled, down from 1605 (update: 1620 enrolled)

4:15 Personnel Updates in the Dean’s Office
- Carol Rowe is retiring, and Courtney Staufer will be promoted to Director of the communications team
- Sherry Snyder has retired, and a search for Director of International Programs is nearing completion (update: Karey Sabol has been hired and will start October 14)
- Carin Knickel has retired and a search is underway for her replacement (update: Doug Smith has been hired and will start Oct 7)
- Jackie Sullivan is stepping down as Associate Dean for Inclusive Excellence, so that she can focus on ITL and the new General Engineering Plus Program, and a search has been initiated for a full-time Assistant Dean for Inclusive Excellence
- The ADR Office is undertaking a search for a major proposal specialist

4:20 Budget Outlook
Budgets will be distributed to departments and programs by 30 August (done). There is modest growth due to standard factor increases (inflation), a small amount of enrollment growth funds (most of the first phase was distributed last year), and increases in ICR, ACCESS, and distance-learning.

4:30 FY13 Grant Awards and Proposals – Kurt
Kurt presented data showing that proposals in FY13 from our college were down, especially in certain mid-sized and large categories. Nevertheless, grant funding received was only slightly reduced from the record prior year ($72 M vs $73 M). Our faculty are being successful in getting grants and should be encouraged to continue to submit top-quality proposals.

4:40 Sabbatical Supplement Strategy
Rob presented data that only 5 of 15 faculty took full-year sabbaticals in the two years prior to the supplement policy, whereas 19 out of 24 took full-year sabbaticals in the two years since the policy went into effect (and, 15 of 17 are scheduled for full-year sabbaticals this year). In the sense of encouraging more full-year sabbaticals, the program has been a success. As further incentive to make good use of
sabbaticals, it was suggested that the College provide higher award amounts for the best proposals or reports.

**4:45 Strategic Plan Refresh**
- Progress against prior goals – most met or exceeded, especially enrollments
- Revised goals and strategies – support for continued growth was expressed, with strategic investment and strengthening of our college’s position on campus; availability and quality of space are of concern
- Mini-retreat will be held on Sept 18

**In Attendance:** Rob Davis, Jackie Sullivan, Kurt Maute, Mary Steiner, JoAnn Zelasko, Penny Axelrad, Dan Schwartz, Balaji, Mike Lightner, Jim Martin, Jana Milford