MEETING NOTES

I. Information Items
   ● None.

II. Update from the Dean
   Financial situation:
   ● The Dean attended a meeting of the Council of Ontario Deans of Engineering (CODE) hosted by the University of Guelph.
   ● Most Ontario universities are experiencing financial difficulty; comparatively, UW is in good shape.
   ● At the Board of Governors meeting in February, the financial picture was presented.
   ● UW will finish the 08/09 year without a deficit; this can be partially attributed to additional revenue generated by increased graduate student enrollment. Endowments did not fare so well; however, the hiring postponement has helped to mitigate losses.
   ● Uncertainty remains regarding Provincial Government funding, however, the government has restated its commitment to fund graduate student expansion as promised.
   ● Pending budget cuts will likely be less than 5 percent.
Workload:
- The Vision 2010 planning process acknowledged that graduate student expansion and new programs would require the support of additional faculty and staff.
- In support units such as Finance and Human Resources, additional staff has not been added even though the number of students, staff and faculty (in academic departments) has increased.
- Workloads in departments and support units have increased; discussions are currently underway to see what can be done to help alleviate these pressures.

Vision 2010:
- The Dean reviewed the updated Faculty of Engineering numbers which are now available on the web http://www.engineering.uwaterloo.ca/aboutENG/facts.html
- Undergraduate Studies: 20 percent of all Engineering students in Ontario are Waterloo Engineering students.
- Graduate Studies: Graduate student numbers are on target with Vision 2010.
- Staff: Data is unavailable at this time. Due to the large number of staff funded by “soft” money it is difficult to obtain an accurate count of staff; Linda Kenyon is in the process of sorting this data out.
- Alumni: Engineering currently has 30,000 alumni.
- Women in Engineering: Numbers are declining. The Faculty continues its work to attract and recruit women to the engineering discipline.

Staff Training Survey:
- Completed surveys have been collected.
- Next steps:
  1. Survey responses will be split into two groups:
     1) Technical, and 2) Administrative
  2. Members will summarize the data for their own surveys (including comments and suggestions).

  **Action:** Survey summaries to be ready for review at the next meeting.

III. Other business
- The distance between Parking lot X and the main campus is of concern to members of the Committee. A possible solution is a shuttle service running from Parking lot X to the main campus.
- The Dean thought an investigation into the parking/shuttle service question could be a good civil engineering student project.

  **Action:** Bonnie Neglia will talk to Jeff Casello about using the parking/shuttle investigation as a potential civil engineering student project.

Meeting adjourned at 2:00 p.m.  The next meeting will be held March 19, 2009.