I. Report from the Dean

Pearl Sullivan reported on the following 8 items:

i) **2014 Enrollment**: There are 1600 first year students who were chosen from the 11000 applicants we received. The quality of students this year is very high with 1300 applicants with 90% or higher average having to be turned away. Pearl acknowledged the great work being done in recruitment.

ii) **Student who passed away**: Pearl spoke about the tragedy that occurred on campus September 5, 2014 where a female, first year, nanotechnology student was killed by lightning. The student’s name, Natalie Lee, was shared and it was noted that something will be done in her honour in the QNC building.

iii) **Accreditation**: Accreditation decisions have been received and 9 out of the 12 programs have been accredited for 6 years. The main issue with the 3 programs that were accredited for only 3 years was the number of faculty members who are P.Eng's.

iv) **Rankings**: Waterloo Engineering has improved in QS ranking in each of the 6 criteria, ranking 3rd in Canada and 57th in the world. The University of Waterloo moved up in the ranking to 7th in Canada and 169th overall. It was noted that QS ranking has a lot to with reputation. In the Times Higher Education World University Rankings Waterloo Engineering went from 67th globally to 68th and the University of Waterloo dropped to the 251-275 range. It was noted that we are improving but other institutions are improving more. The Dean also spoke to the importance of rankings.

v) **Engineering 7 Building**: The Engineering 7 Major Capacity Expansion submission to MTCU is being prepared by Pearl, Martha Foulds and the Centre. The submission is to request funding from the Federal Government to build E7. This program was designed for satellite campuses but Waterloo Engineering is making a case that it is more cost effective to develop on campus.

vi) **Jack Dorsee**: On Sept. 10, 2014 Square opened an office in Kitchener-Waterloo. Pearl reported she had met with founder Jack Dorsee and he had many good things to say about Waterloo Engineering.

vii) **Vision 2015**: Planning for the next stage of Vision 2015 is underway. Pearl requested staff members help their Chairs through this process and spoke to the important of planning.

viii) **Hack the North**: From September 19 until September 21, 2014 Waterloo Engineering hosted Hack the North, Canada’s largest hack-a-thon. This was a student initiative with Communications and Advancement providing support. Over 1000 student attended including many international students from prestigious universities. The students had raised $200,000 to run the event and pay for attendees to travel here. It took place in E5 and was very successful. Everyone was well behaved and the hack-a-thon received high praise. The Dean
thanked Kari Griffiths, Engineering Computing and the Departments that assisted with the event.

Pearl Sullivan answered question from DSAC members:

- **Staff and Faculty Award Dinner**: This is still in the planning stages but will take place in January. It is will be similar to the event last year and the Departments will decide who to invite. All invitees will be able to bring spouses.

- **Work hours for Staff in Mechanical Engineering**: The Dean has spoken with Marilyn Thompson but there has not been any decision made yet.

  **Action**: Chris McKellen will send the Dean his hours and the Dean will follow up with Marilyn Thompson.

- **HR delays with hiring Staff positions**: The Dean emphasized with the delays and noted HR has hired more staff members for interviews.

  **Action**: Donna Kellendonk will investigate recent staff hires and find out how long the process took. This will be relooked at once there is DSAC has the data.

II. **DSAC Chair and Vice-Chair for 2015**

The Department next in the rotation for their representative to be Chair of DSAC is the Conrad Centre however their representative Stephanie Massel has left and a new representative has not been found. DSAC members discussed who the Chair and Vice Chair should be. DSAC members discussed options for who the next Chair and Vice Chair of DSAC will be.

**Decision**: Jayne Dean will serve as Chair and the Vice Chair will be the representative from Chemical Engineering.

III. **Engineering Faculty Council 2015 Staff Representatives (4)**

**Includes**:
Chair – Jayne Dean
Vice-Chair – Chemical DSAC representative
Plus two (2) more DSAC Representatives – Martin MacLeod and Vicky Lawrence

IV. **Other Business**

DSAC members discussed performance appraisal and the need for consistency between departments and more detailed guidelines.

**Action**: Jayne Dean will investigate performance appraisal data for Engineering and who is responsible for performance reviews. Jayne will report back to DSAC with the data.

It was shared Francis Hannigan will host a lunch and learn on temporary foreign workers for those interested in the changes that have taken place.

**Meeting adjourned**: 2:57pm