FACULTY OF ENGINEERING
Dean’s Staff Advisory Committee

December 19, 2016
10:00 am – 11:00 pm
CPH 2371

MINUTES

Present: Jennifer Moll (Chair), Pearl Sullivan, Graeme Adair, Pat Anderson, Adrian Buchanan (for Jen Rathlin), Caity Dyck, Andrea Hagedorn, Donna Kellendonk, Zivojin Pantic, Matt Oliver (for Mona Skuterud), Trevor Smouter, Mark Sobon, Ian Taylor, Tim Weber (Secretary)

Regrets: Daniel Delattre, Tara Gingerich Hiebert, Mona Skuterud, Jen Rathlin

Roundtable introductions were made by DSCA members.

1. Report of the Dean:

Pearl Sullivan reported about Engineering Outreach, Engineering 7 (E7), Architectural Engineering, and DWE renovations.

Within the last 10 years the Faculty of Engineering has doubled the percentage of women, first year, undergraduate students from 15% to 30%. Pearl Sullivan attributed this success to the great work done by Engineering Outreach and noted the percentage would be higher but there is an issue of women not taking physics in high school. DSAC members discussed ways that Engineering Outreach could connect further with female high school students.

The Faculty of Engineering currently has fundraised $62 million for E7 and an application for funding has been submitted to the federal government. The building of E7 is on track to be finished on time and on budget. Pearl Sullivan presented what will be included in E7, highlighting the Dean’s Office, the five lecture halls, one of the world’s largest 3D printers, the Outreach office, and the space for students and events in the Atrium. DSAC members expressed concerns about the potential of a wind tunnel between E7 and E6, and the creation of the bus terminal beside E7. Pearl Sullivan noted that she would follow up on both concerns.

It is anticipated that the Faculty of Engineering will be launching an Architectural Engineering program in 2018. The curriculum is now ready and the budget is being finalized. Also space in CPH has been identified for renovations to accommodate the program.

Engineering Computing will be moving to DWE and their new space is being renovated. This move was part of a space trade to give the Faculty of Engineering the EC4 building. Pearl Sullivan spoke of the importance of being strategic with space under NRAM.

DSAC members expressed concerns with staff underrepresentation with the Women in Engineering (WiE). Pearl Sullivan asked Caity Dyck to speak to Mary Wells about increased staff involvement. DSAC members also inquired about the possibility of expanding the Engineering Machine Shop and splitting up leadership to address the high demand. Pearl Sullivan noted that the Idea’s clinic in E7 will help with the high demand, especially for the first and second year projects.
P. Sullivan also reported that she will seek reappointment for a second term as Dean of Engineering and thanked staff members for their hard work.

2. **DSAC Membership.**

Tim Weber announced the new DSAC members for 2017. DSAC members discussed staggering member terms to better balance the number of new members each year.

3. **Staff Training Initiatives**

DSAC members discussed various initiatives for staff training including: creating a special interest group for those interested in looking at new lab equipment; creating a group for lab instructors; DSAC members sharing interesting Lynda.com modules; and having Matt Erickson, the Director of Conflict Management and Human Rights at the University of Waterloo, give a talk to the Faculty of Engineering.

4. **Other Business**

There was no other business.

Adjourned: 11:00