FACULTY OF ENGINEERING  
Dean’s Staff Advisory Committee  

July 9, 2019  
10:30 pm – 12:00 pm  
E7 7411  

MINTUES  


R. Morrison welcomed DSAC members and roundtable introductions were made.  

1. Report from the Acting Dean  

P. Fieguth introduced himself and provided context for his new title of Associate Dean, Policies & Resources. P. Fieguth opened up the meeting to questions and feedback. DSAC members discussed pay schedule concerns, the Employee Engagement Survey, Quest access, budgetary concerns and the Faculty’s building plans. P. Fieguth reported that the AVIRL building is scheduled to opening in October and then the focus will be on better utilizing the current space instead of building new buildings. There is the master plan for future buildings but the completion of E7 has gotten the Faculty close to its space needs. A space inventory will be conducted and the annual cost of space will incentivize realistic and efficient space use.  

P. Fieguth communicated to DSAC and staff members within Engineering that he is aware that there is a certain amount of anxiety around budget but that he would like assure everyone that we are all in this together and the Dean’s Office has everyone’s best interests in mind. P. Fieguth also reminded DSAC members that there is an enormous amount of good things happening and these challenges are pushing Engineering to emerge even greater than before.  

2. Dean of Engineering Outstanding Staff Performance Award 2019 Recipient Selection  

R. Morrison reminded DSAC members of the award guidelines and led a roundtable discussions of the 2019 nominations for the Dean of Engineering Outstanding Staff Performance Awards. Two recipients for the Administrative Staff category and two recipients for the Technical Staff category were selected. The names of the recipients will be announced by the Dean and the awards will be presented at the Engineering Faculty and Staff Awards Dinner.
DSAC members discussed creating a webform for the nominations and sending thank you letters to those who submitted nominations.

**Action:** The next DSAC meeting agenda will include a discussion on recognizing all of those who were nominated for the Dean of Engineering Outstanding Staff Performance Award.

3. **DSAC representative to EFC**

R. Morrison informed DSAC members that Jackie Leach has accepted a position within Systems Design Engineering and has step down as the DSAC representative from Electrical and Computer Engineering, and as a DSAC representative to the Engineering Faculty Council (EFC). Bill Jolley has been elected the new DSAC representative from Electrical and Computer Engineering but a new representative EFC is needed. R. Morrison explained the role and asked for volunteers.

**Decision:** Bill Joey will serve as a DSAC representative to EFC for Fall 2019.

4. **Other Business**

X. Ling informed DSAC members that she will be on maternity leave for the next

DSAC members requested name cards for the next DSAC meeting.

DSAC members were encouraged to attend Engineering Day, being held on July 12, 2019.

Adjourned: 12:00 pm