

## Summary of DSAC meeting, April 12, 2007

The meeting was chaired by Ralph Dickhout, Chemical Engineering.

### Attending the meeting:

Carol Kendrick, Architecture  
Karen Gallant, CBET  
Ralph Dickhout, Chemical Engineering (Chair)  
Bruce Stickney, Civil Engineering (Vice-Chair)  
Cutberto Santillan Rios, Electrical and Computer Engineering  
Bev Rodgers, Management Sciences Engineering  
Andy Barber, Mechanical and Mechatronics Engineering  
Tariq Naqvi, Systems Design Engineering  
Nenone Donaldson, Dean of Engineering Office  
Dave Walsh, Engineering Computing Dept  
Rick Forget, Engineering Machine Shop  
Kim Boucher, Engineering Undergraduate Office  
Adel Sedra, Dean of Engineering  
Bill Pudifin, Executive Assistant (Secretary)

The Dean's Staff Advisory Committee (DSAC) met in April 12, 2007 and discussed the following topics:

- a) initial feedback on staff representation to Engineering Faculty Council
  - members of the committee who attend Engineering Faculty Council felt that attending these meetings is very useful and provides information about matters that will affect staff – in future they will be providing feedback to staff from those meetings
- b) ways the Committee will communicate with all Engineering staff
  - it was suggested that a website be set-up for the Dean's Staff Advisory Committee similar to the one for Engineering Faculty Council – this will be implemented as soon as possible.
- c) recommendations of the Staff Issues Task Force  
At the Dean's request, the Committee will work through the various recommendations in the Staff Issues Task Force Report to consider how they can be implemented in the Faculty.

The first recommendation from the Task Force was for the Faculty to consider additional ways to reward staff for outstanding performance, and much of the meeting was spent discussing this item. Individual members volunteered to work on some of the suggestions and to report back at the next meeting.

The committee started discussion of the Task Force recommendation relating to job classification/reclassification. Further discussion will happen at our next meeting, to be held in early June

If you would like further information about any of these items please contact the DSAC member for your department.

Bill Pudifin  
Secretary