

DEAN'S STAFF ADVISORY COMMITTEE MEETING

April 17, 2008

Attending the meeting:

Rick Forgett, Engineering Machine Shop
Andy Barber, Mechanical and Mechatronics Engineering
Ralph Dickhout, Chemical Engineering
Dave Walsh, Engineering Computing
Tracie Wilkinson, CBET
Kim Boucher, Engineering Undergraduate Office
Bev Rogers, Management Sciences
Tariq Naqvi, Systems Design Engineering
Carol Kendrick, Architecture
Bill Pudifin
Adel Sedra

Regrets:

Bruce Stickney, Civil and Environmental Engineering
Cutberto Santillon Rios, Electrical and Computer Engineering
Nenone Donaldson, Dean's Office

1. All Staff Meeting

The All Staff Meeting of February 28 was well received by staff. Staff appreciated being included in the information loop as to what is happening within Engineering.t

2. Staff Engagement Report

The committee discussed the recent Staff Engagement Report issued by the Secretariat. This was the result of a review carried out by Lois Claxton, Dennis Huber, George Dixon and Catharine Scott. The committee had the following suggestions:

- management training course need to address the day-to-day duties of a manager since many staff promoted to managerial positions don't have practical experience
- perhaps courses would be made available to staff who have potential to be a manager or who are looking to take on a management position
- there was a feeling that the Town Hall meetings did very little to address the staff of the university - suggestion that there be separate Town Hall meetings for faculty and staff – would ensure that staff point of view, concerns, etc would be addressed
- suggestion that there be independent reviews of academic support departments should be implemented.

3. Staff Training

- Office of Human Development (OHD) should conduct a survey asking staff what training they would like

- OHD should be more an organizer of training ie: arranging for courses to be conducted rather than being a developer of courses. Courses arranged would be presented by either internal and external parties that have the expertise in the area.
- funding for staff training needs to be addressed – clear guidelines and adequate funding should be implemented

4. U of W Staff Recognition Awards

- what is happening with the development of a new program – supposed to be soliciting input from staff but nothing has appeared yet
- Dean to follow-up at Exec. Council

5. Staff Two Day Conference

- generally positive feedback on this staff conference
- workshops were very good and it was suggested that Engineering consider bring some of the speakers in to speak to Engineering staff

6. Other

- comments that service by Plant Operations is very poor
- anecdotal evidence that they are very understaffed and that management does not see this as a problem

Bill Pudifin, on behalf of the Committee