

DEAN'S STAFF ADVISORY COMMITTEE MEETING

January 18, 2008

The meeting was chaired by Ralph Dickhout, Chemical Engineering.

Attending the meeting:

Rick Forgett, Engineering Machine Shop
Andy Barber, Mechanical and Mechatronics Engineering
Cutberto Santillon Rios, Electrical and Computer Engineering
Ralph Dickhout, Chemical Engineering
Dave Walsh, Engineering Computing
Nenone Donaldson, Dean's Office
Kim Boucher, Engineering Undergraduate Office
Bill Pudifin
Adel Sedra
Linda Kenyon

Regrets:

Bruce Stickney, Civil and Environmental Engineering
Bev Rogers, Management Sciences
Tariq Naqvi, Systems Design Engineering
Carol Kendrick, Architecture

1. Information items

The Dean announced that the Special Recognition Award Program for University Support Staff has been discontinued, though the funds set aside for the program (\$250,000 per year) will remain available. Over the next couple of months, the UW Staff Compensation Committee will be considering how to proceed with the establishment of a new program.

Decision: Members of DSAC will solicit ideas for a new program from staff in their areas and present them at the next meeting.

The Dean briefed the committee on the upcoming OSSTF vote.

The Dean informed the committee that Ontario Ontario Secondary School applications to UW for fall 2008 increased 15 percent, compared to a 5 percent system-wide increase. Applications to Waterloo Engineering increased 8 percent, compared to a system-wide increase in engineering applications of 11 percent

2. DSAC website

Nenone Donaldson and Linda Kenyon are working on the DSAC website and will circulate the proposed structure of the DSAC website to committee members to review. The website will include the mandate of the committee and will explain what the committee does, as well as provide a list of members and summary reports on meetings.

Action: Bill Pudifin to circulate the DSAC mandate.

3. Annual Report

Action: Linda Kenyon to draft a report on the committee's activities in 2007 and circulate it to committee members for review and comment.

Annual report will be posted on the website and covered in Eng-e-news.

4. Other business

The Dean was asked why there is no longer a budget line for equipment acquisition/replacement. He explained that this line was eliminated as a result of ongoing budget cuts. Although the university's expenses increase by approximately 5 percent yearly, the government does not provide public institutions with increases to cover the cost of inflation.

Action: Adel Sedra will do a full presentation on budget cuts at a future DSAC meeting.

The Dean was asked what impact the proposed Abu Dhabi program would have on staff. He explained that with the possible exception of some very specialized staff members, we do not expect to send staff to Abu Dhabi.

Linda Kenyon, on behalf of the Committee