

# FACULTY OF ENGINEERING DEAN'S STAFF ADVISORY COMMITTEE

Thursday, February 19, 2009  
1 – 3pm  
E2 3324

## **Present:**

Ralph Dickhout, Chemical Engineering  
Breean Doom, Systems Design Engineering  
Dave Walsh (Chair), Engineering Computing  
Andrea Piños, Office of the Dean of Engineering  
Rick Forgett, Engineering Machine Shop  
Andy Barber, Mechanical and Mechatronics Engineering  
Shabnam Ivkovic, Engineering Undergraduate Office  
Bonnie Neglia, Civil and Environmental Engineering  
Wendy Stoneman, Electrical and Computer Engineering  
Leo Rothenburg, Dean, Faculty of Engineering  
Sue Nelson (Secretary), Office of the Dean of Engineering

## **Regrets:**

Carol Kendrick, School of Architecture  
Tracie Wilkinson, Centre for Business, Entrepreneurship and Technology  
Julie MacMillan, Management Sciences  
Linda Kenyon, Office of the Dean of Engineering

## **MEETING NOTES**

### **I. Information Items**

- None.

### **II. Update from the Dean**

Financial situation:

- The Dean attended a meeting of the Council of Ontario Deans of Engineering (CODE) hosted by the University of Guelph.
- Most Ontario universities are experiencing financial difficulty; comparatively, UW is in good shape.
- At the Board of Governors meeting in February, the financial picture was presented.
- UW will finish the 08/09 year without a deficit; this can be partially attributed to additional revenue generated by increased graduate student enrollment. Endowments did not fare so well; however, the hiring postponement has helped to mitigate losses.
- Uncertainty remains regarding Provincial Government funding, however, the government has restated its commitment to fund graduate student expansion as promised.
- Pending budget cuts will likely be less than 5 percent.

Workload:

- The Vision 2010 planning process acknowledged that graduate student expansion and new programs would require the support of additional faculty and staff
- In support units such as Finance and Human Resources, additional staff has not been added even though the number of students, staff and faculty (in academic departments) has increased.
- Workloads in departments and support units have increased; discussions are currently underway to see what can be done to help alleviate these pressures.

Vision 2010:

- The Dean reviewed the updated Faculty of Engineering numbers which are now available on the web <http://www.engineering.uwaterloo.ca/aboutENG/facts.html>
- Undergraduate Studies: 20 percent of all Engineering students in Ontario are Waterloo Engineering students.
- Graduate Studies: Graduate student numbers are on target with Vision 2010.
- Staff: Data is unavailable at this time. Due to the large number of staff funded by "soft" money it is difficult to obtain an accurate count of staff; Linda Kenyon is in the process of sorting this data out.
- Alumni: Engineering currently has 30,000 alumni.
- Women in Engineering: Numbers are declining. The Faculty continues its work to attract and recruit women to the engineering discipline.

Staff Training Survey:

- Completed surveys have been collected.
- Next steps:
  1. Survey responses will be split into two groups:
    - 1) Technical, and 2) Administrative
  2. Members will summarize the data for their own surveys (including comments and suggestions).

**Action:** Survey summaries to be ready for review at the next meeting.

### III. Other business

- The distance between Parking lot X and the main campus is of concern to members of the Committee. A possible solution is a shuttle service running from Parking lot X to the main campus.
- The Dean thought an investigation into the parking/shuttle service question could be a good civil engineering student project.

**Action:** Bonnie Neglia will talk to Jeff Casello about using the parking/shuttle investigation as a potential civil engineering student project.

Meeting adjourned at 2:00 p.m. The next meeting will be held March 19, 2009.