

# FACULTY OF ENGINEERING

## DEAN'S STAFF ADVISORY COMMITTEE

Monday, December 17, 2012

1:00-2:20am

E2 3324

- Present:**
- Pearl Sullivan, Dean of Engineering
  - Liz Bevan, Chemical Engineering
  - Phil Bezaire, Engineering Undergrad Office
  - Carman Caradima, Electrical and Computer Engineering
  - Anca Constantinescu, Dean of Engineering Office
  - Kristen Deckert, Systems Design Engineering
  - Heather FitzGerald, Dean of Engineering Office
  - Stephanie Massel, Conrad Business, Entrepreneurship and Technology Centre
  - Bev Rodgers, Management Sciences
  - Stephen Sempson, Engineering Computing
  - Robert Wagner, Mechanical and Mechatronics Engineering
  - Sue Gooding, Guest Speaker
  - Tim Weber, Recording Secretary
- Regrets:**
- Robert Kraemer, Engineering Machine Shop
  - Matt Oliver, School of Architecture
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- I. Guest Speaker – Sue Gooding, Manager of Facilities and Space, Dean of Engineering Office, Present and Future Space Projects Impacting the Faculty of Engineering**
- **E5:** It now has people in it but not totally off the books.
  - **E6:** It has people in it but still has regular sight meetings.
  - **DWE C-Wing:** It is having a complete overall haul of the C Wing. There is currently partial occupancy on the first floor. Teaching Labs should be open on January 2<sup>nd</sup>, 2013 and the second floor should be open on March 1<sup>st</sup>, 2013.
  - **E7:** There are plans to build E7 which will have offices for Faculty Initiatives, the Dean's Office, Mechanical & Mechatronics Engineering, Electrical & Computer Engineering, and Systems Design Engineering. It will be joined to E5 with an open atrium between the two buildings. E7 is still looking for funding before being built.
  - **Other Future Building Plans:** In order to make our current COU mark, both E8 and E9 are needed. E8 would be located on the far side of E6 and E9 would be located north of E5.

- **Staff and Faculty Lounges:** The view has changed from having a faculty lounge to having department lounges. It is recommended that staff talk to their Department Chairs to find lounge space.
- **Other:** Concerns about parking were raised but it is handled at the University level and not at the Faculty level. There is a new walking link between E2 and DWE. The new buildings now have signs. Asbestos is being removed from the E2/E3 hallway on the second floor. Finally Sue will look into concerns raised about crossing for ring road to get to E5 and E6.

## II. Report from the Dean

- **Maclean's 2013 Ranking:** Maclean's has ranked Waterloo as the most Innovative school in Canada. Waterloo was also ranked one of the top universities in the Reputation Survey and among the top three in Canada in the categories of Best Overall, Highest Quality and Leaders of Tomorrow.
- **Dubai Campus:** The University has decided to close the Waterloo Campus in Dubai. 120 students will be affected. First year students will be brought to Canada early with the rest coming as originally scheduled. Both Peal and the Dean of Math visited the Campus after learning of the plan to close it in order to talk to students, faculty and staff. The staff there will be laid off with the Canadian staff treated as internal candidates at the University.
- **Board of Governor Retreat:** See attached for material on the Strategic Planning Update and Organization Charts.
- **Policy 18:** Changes have been made which are to take effect January 2<sup>nd</sup>, 2013. It will make Policy 18 clearer and more transparent. There will be open group session in March 2013 which all staff are encouraged to attend.
- **Biomedical Engineering Program:** A new Biomedical Engineering Program was talked about at the last EFC meeting. It is being led by Systems Design Engineering and with other departments and faculties being involved. It has not been approved yet but if successful would roll out in 2014-2015 and would bring in 400 new students.
- **Interglobe:** An Alumnus want to open a University in India. It will not be a Waterloo satellite campus but it will follow the Waterloo Model. It will be designed to help the poor in India.

## III. DSAC Representatives for 2013

- **Terms Ending on December 31, 2012:** Anca Constantinescu, Phil Bezaire, Bev Rodgers, and Robert Wagner's terms end on December 31, 2012 meaning, the Dean's Office, Undergraduate Office, Civil & Environmental Engineering, Management Sciences, and Mechanical & Mechatronics Engineering will need a new representative. Ian Taylor will replace Bev Rodgers as the Management Sciences representative.
- **New Chairs:** Kristen Deckert of Systems Design Engineering will be the Chair of DSAC for 2013 and Matt Oliver of the School of Architecture will be the Vice-Chair for 2013.

## IV. Other Business

- **HR Data Verification:** HR is verifying all employment records on campus. This will be a big process for administrative officers.

- **Note from VP:** Offices will be open until 4:30pm on December 21, 2012.
- **Next guest speaker:** Bruce Mitchell will be the guest speaker at the next DSAC meeting.

Meeting adjourned at 2:20pm

Next meeting: Monday, December 17, 2012 from 1:00 – 2:00 pm., E2 - 3324