MINUTES
Dean's Council Meeting

August 6, 2009
3:30-5:00 pm
MCA 207

Present: Vagos Hadjimichael, Jerry Sergent, Jay Hoffman, Bill Taylor, Wook-Sung Yoo, Rao Dukkipati and Paul Botosani

1. Review of the Minutes of the June 25, 2009 meeting
    a. Three Engineering Honor Society students agreed to serve as officers of a petitioning chapter of TBΠ
    b. Metrology equipment has been purchased for EG31/32
    c. The Dean's Council retreat will be on 8/20 in Room 200 BCC
    d. The minutes were unanimously approved

2. Developments regarding personnel matters
    a. Dr. Ryan Munden has been approve for a tenure track position as an Assistant Professor of Electrical Engineering
    b. Dr. Jay Hoffman is stepping down after 12 years of exemplary service
        - ✓ Jay will stay on as an adjunct to continue the Systems Engineering track
        - ✓ Dr. Harvey Hoffman will take over as the new Chair of the MSMOT program

3. Developments regarding network and new Tech Center facilities in MCA basement
    a. The Tech Center will provide a home for Senior Design and Capstone projects
    b. The project needs approval from the Town of Fairfield Zoning Board
        - ✓ In the interim, we need to store elsewhere the equipment that was ordered for the Tech Center as there are structural problems with dry rot and black mold
        - ✓ The Tech Center will require a wireless LAN installation

        - ✓ Question: Are there alternate sites for the Tech Center?
    c. Jerry and Ryan are applying to NSF for $680K to acquire an SEM
    d. Vagos announced that he has just received $20K from the Brinkman Foundation

4. Preparing for the fall term
    a. Senior Design Projects
        - ✓ Jerry reported that the day projects are in good shape and distributed a list of four projects
        - ✓ The 3-D printer should find a lot of use this year
        - ✓ Doug and Jeff will join the Council at its retreat and give an update on projects planned
        - ✓ **Action item:** Jerry will revise and update the Senior Design manual
        - ✓ Wook-Sung said that GE came up with a list of software projects
    b. EG31
        - ✓ Waiting for Jeff Denenberg to return from vacation to pursue
    c. The Engineering Student Society
        - ✓ Ryan Munden will be invited to serve as the ESS Faculty Advisor

5. Recruiting and new enrollments for fall 2009
    a. Vagos distributed a list of new graduate and undergraduate students

6. Freshman Workshop in September- Saturday, September 12
    a. Five current students and recent grads will participate
    b. Action item: All Dean's Council members are required to attend and participate.
    c. Vagos said the we should do the same thing for new graduate students
        - ✓ An orientation day is needed
        - ✓ After some discussion, the Council agreed to schedule this for the afternoon of the Freshman Workshop also in Alumni Hall

7. Dean's Council retreat in August- preliminary agenda includes FE exams for SOE graduates
    a. The question as to whether the FE exam should be required will be discussed at the retreat
    b. Vagos distributed two documents concerning the FE exam

The meeting was adjourned at 5:00 pm

MINUTES
Dean's Council Meeting

September 3, 2009
3:30-5:00 pm
MCA 207

Present: Vagos Hadjimichael, Jerry Sergent, Wook-Sung Yoo, Bill Taylor, Harvey Hoffman, Rao Dukkipati and Paul Botosani

1. Review of the minutes of the August 6, 2009 meeting, and follow up.
   a. Ryan Munden accepted the invitation to serve as the ESS faculty advisor
   b. The minutes were unanimously approved

2. Personnel Issues and planning
   a. Ryan Munden is now a tenure-track Assistant Professor of Electrical Engineering
   b. Harvey Hoffman was hired as Professor of the Practice, a three-year appointment, to lead the MS program in Management of Technology
      i. The MSMOT program will feature a track in Systems Engineering
      ii. Harvey Hoffman will set up meetings with local industries to understand their needs.
      iii. Foreign students may be able to identify needs in their homeland
      iv. Will establish relationship with Engineers Without Borders-USA

3. Fall enrollments
   a. Vagos distributed Grad/UG part-time enrollments
   b. There will be a limited use of adjuncts and no overloads will be allowed

4. The freshman workshop on Academic Engagement
   a. September 12, 2009, Alumni House, 10:00-12:00 pm
      i. There will be 32 new students sitting at round tables with alums, upper level students, faculty and industry stakeholders
      ii. Introductory remarks will be followed by discussion at each table
      iii. The focus will be on academic engagement

   b. New Grad Student orientation
      i. Cancelled
      ii. Harvey suggested the use of Survey Monkey to find out when students would like to meet

5. Prioritized Action Steps determined at the retreat- discussion; individual contributions from members; document attached.
   a. On-line courses need to be looked at carefully so as not to lower enrollment in our regular courses; potential on-line courses:
      i. EE213, ECE495, ECE480
      ii. C#, C++, database, security
      iii. ME201, ME203, ME318, ME308
      iv. Programmable Logic Controllers (PLC's)
   b. At the Dean's request, Curt Naser set up a Discussion Board on Eidos to facilitate quick feedback to professors regarding their students' learning needs. The Discussion Board is another tool in support of good pedagogy. Will be used first by the current freshman class.
   c. Paul will meet with Chairs to develop plan to enhance inductive learning in the teaching laboratory setting. Plans to buy new equipment in 2009-2010 will be developed.

6. Announcements

   At this point the Council was joined by several faculty members: Doug Lyon, Chris Craciun, Amelia Rusu and Ryan Munden., and by Senior Vice President for Academic Affairs, Fr. Paul Fitzgerald, S.J.

   Vagos announced his decision to relinquish his post as Dean of the School of Engineering in June 2010, when he will have completed fifteen years at the helm of the School. Fr. Paul Fitzgerald delivered a special message regarding Dean Hadjimichael and the School of Engineering.

The meeting was adjourned at 5:00 pm

MINUTES

Dean's Council Meeting

September 24, 2009
3:00-400 pm
MCA 207

Present: Vagos Hadjimichael, Jerry Sergent, Wook-Sung Yoo, Rao Dukkipati, and Paul Botosani

1. The minutes of September 3, 2009, were unanimously accepted

2. The council members were advised of the SOE News Journal on line at fairfield.edu/SOE and were encouraged to send items of interest to Vagos for posting.

3. Enrollments: The enrollment numbers, new and old, were distributed to the faculty. The numbers of new students were down from last year and Vagos encouraged personal marketing to help reverse this trend.

4. There may be a satellite campus opportunity in Stamford. Suggestions were made to possibly offer SW and MOT graduate courses there.

5. The spring schedule was distributed and discussed. Some minor changes were made and approved.

6. A post-mortem discussion regarding the Freshman Orientation was held on September 12, 2009. It was agreed that in future workshops more time should be allotted for discussion and that distribution of materials ahead of time would be helpful.

7. A list of possible equipment purchases was distributed. Paul noted that vendor demos could be arranged.

8. The meeting was adjourned at 4:00 p.m.

MINUTES
Dean's Council Meeting

November 12, 2009
3:50-5:00 pm
MCA 207

Present: Vagos Hadjimichael, Jerry Sergent, Paul Botosani, Wook-Sung Yoo, Bill Taylor, Harvey Hoffman, Rao Dukkipati and Shah Etemad

1. Review of the Minutes of the October 22, 2009
   a. The date was corrected
   b. The minutes were approved unanimously at 3:55 pm

2. Enrollment Management
   a. Graduate enrollment trends are down significantly
      - ✓ Every effort must be made regarding recruiting
      - ✓ Action item: targeted media campaigns focused on programs
   b. The picture is a little better with graduate enrollments: 47 internationals have been admitted (TOFL scores at about 80)
   c. Concerning industry: we must recruit beyond Sikorsky, e.g. Pitney Bowes, Covidien, etc. (Vagos has a list of alumni at local companies)
      - ✓ Harvey has been making industrial contacts
      - ✓ Another avenue: pharmaceutical industry
   d. Scholarship deadline: end of November (paper applications only)

3. ME faculty search
   a. Authorization given to replace Rao who will be out on extended medical leave
      - ✓ Shah will serve as interim chair of mechanical engineering
      - ✓ Timeline: interviews planned for February 2010
   b. Action item: farewell gathering for Rao

4. Interdisciplinary/Integrated knowledge programs
   a. Four areas requiring integrated knowledge:
      - ✓ Systems
      - ✓ Nanotechnology
      - ✓ Biomedical (including Medical Informatics)
      - ✓ Smart Grid Technology
   b. Action item: organize campus workshop on integrated knowledge and involve the rest of the university

5. McAuliffe basement
   a. More problems have developed
   b. No students will be allowed to work in the new basement areas

The meeting was adjourned at 5:00 pm

MINUTES
Dean's Council Meeting

November 12, 2009
3:50-5:00 pm
MCA 207

Present: Vagos Hadjimichael, Jerry Sergent, Paul Botosani, Wook-Sung Yoo, Bill Taylor, Harvey Hoffman, Rao Dukkipati and Shah Etemad

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      - ✓ Harvey has been making industrial contacts
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   a. Four areas requiring integrated knowledge:
      - ✓ Systems
      - ✓ Nanotechnology
      - ✓ Biomedical (including Medical Informatics)
      - ✓ Smart Grid Technology
   b. Action item: organize campus workshop on integrated knowledge and involve the rest of the university

5. McAuliffe basement
   a. More problems have developed
   b. No students will be allowed to work in the new basement areas

The meeting was adjourned at 5:00 pm

MINUTES
Dean's Council Meeting

December 10, 2009
3:30-5:00 pm
MCA 207

Present: Vagos Hadjimichael, Jerry Sergent, Wook-Sung Yoo, Bill Taylor, Harvey Hoffman, Shah Etemad and Paul Botosani

1. Review of the Minutes of the November 12, 2009, meeting and follow up
   a. Minutes were reviewed by all and approved.
   b. Vagos distributed and discussed the agenda for the SOE faculty workshop on Saturday 12/12

2. ME Faculty search
   a. The Dean's Council acknowledged the valuable service that Rao Dukkipati gave the SOE over the years, noting the fact that it will be difficult to replace him.
   b. The candidate must have significant teaching experience, and preferably, some industrial experience

3. The SOE faculty workshop on Saturday, December 12
   a. Curt Naser will give a presentation on putting course syllabi up on Eidos. This will let students connect in advance to their study plan.

4. Jim Fitzpatrick, working under the VP for Student Affairs, will take on the job of providing services to graduate students and attending to their particular needs on campus. This is the first person dedicated to the graduate student population.

5. End-of-term tasks
   a. Advising so that academically weak students do not fall through the cracks.
   b. Chairs need to complete a justification form for new software.
   c. Everyone should brainstorm about an Engineering Week event to involve students, alumni, etc.

6. Members' go-around.
   a. We do not have a third faculty who is member of Tau Beta PI, a condition necessary in order to establish a chapter at Fairfield.

   The meeting was adjourned at 5:00 pm

MINUTES
Dean's Council Meeting

January 14, 2010
3:30-5:00 pm
MCA 207

Present: Vagos Hadjimichael, Jerry Sergent, Wook-Sung Yoo, Bill Taylor, Harvey Hoffman, Shah Etemad, Paul Botosani and visitor, Joseph DeFeo

1. Residential Colleges- Joseph DeFeo, Director, Living & Learning/Associate Director, Ignatian Residential College (IRC) announced the launch of new residential colleges for sophomores
   a. Joe distributed a chart showing five intentional living communities:
      - ✓ Ignatian Residential College
      - ✓ Service for Justice Residential College
      - ✓ Environment Residential College
      - ✓ Leadership in the Ignatian Tradition Residential College
      - ✓ Creative Life Residential College
   b. Joe will send the chart to Vagos for distribution to adjunct faculty
      - ✓ Each intentional community has a faculty advisor
      - ✓ There will be mentoring opportunities
      - ✓ The priority date for applicants is 2/15/2010 with a 3/5/2010 deadline

2. Review of the Minutes of the December 10, 2009 meeting and follow-up
   a. Jim Fitzpatrick will visit with SOE chairs and faculty regarding graduate student needs
   b. The minutes were approved with minor corrections, unanimously

3. Status of ME Faculty search
   a. Ten additional applications have arrived
   b. Total of 45 applications
   c. Search committee will comprise Jack Beal, Bill Dornfeld and possibly another one

4. Prep for the spring 2010 term
   a. Enrollments—Vagos distributed the current tally and the council discussed which sections need to be cancelled
   b. Room assignments—this list was also distributed
   c. Labs and software—SOE has spent $52K in the last two months on network infrastructure improvements
      - ✓ A laboratory preparation inventory was distributed showing manuals for spring semester labs, new equipment for labs and demos and status of hardware/software installations
      - ✓ Action item: Chairs to submit new laboratory equipment requests
      - ✓ Action item: New software request justifications need to be submitted

5. Faculty merit review
   a. The faculty and administration have agreed on a new protocol but we will not use this until next year
   b. Vagos distributed the current performance protocol that has been in use since 2001

6. Engineering Week arrangements
   a. Vagos distributed the preliminary program for our E-Week event on 2/19/2010
      - ✓ Reception for students, family, faculty, alumni and friends
      - ✓ Tau Beta Phi induction to honor top engineering students
      - ✓ Keynote speaker: Elizabeth Garypie, Naval Hawk Chief Engineer

7. Next meeting to be held possibly next week with the Senior Academic Vice President in attendance

8. Members go around
   a. Paul asked about preparations for the next catalog
   b. Vagos said that this will start in February
   c. Shah volunteered to contact ASHRAE as they want to encourage student membership, conduct their meeting here, and give a presentation to the ESS

The meeting was adjourned at 5:00 pm

MINUTES
Dean's Council Meeting

January 28, 2010
3:30-5:00 pm
MCA 213

Present: Vagos Hadjimichael, Bill Taylor, Jerry Sergent, Harvey Hoffman, Shah Etemad, Paul Botosani and Wook-Sung Yoo

1. Review of the Minutes of the January 14, 2010 meeting and follow up
   a. The new residential colleges eventually will include juniors and seniors
   b. Faculty merit review forms are due by the middle of February
   c. FOCUS training for catalog entry will take place in February
   d. The minutes were approved unanimously after correction of a typographic error caught by Paul

2. Spring 2010 enrollments and planning
   a. Vagos distributed enrollment data to the Council members
   b. Cancelled classes were noted because of their impact on course planning

3. The National Engineers Week event on February 19, 2010
   a. Vagos distributed copies of the program sent to the SOE mailing list
   b. The event will focus on students and will include the Engineering Student Society

4. Search for the ME faculty position: first pass over the first 37 applications
   a. The group briefly discussed some of their top choices and the qualities sought for
   b. Vagos said that the administration asked that we include Assistant Professor in the ad to give us greater flexibility
   c. The ME Search Committee will meet at 4:30 on Thursday 2/11

The meeting was adjourned at 4:30 pm

MINUTES
Dean's Council Meeting

February 25, 2010
3:30-4:30 pm
MCA 207

Present: Vagos Hadjimichael, Jerry Sergent, Shah Etemad, Wook-Sung Yoo, Bill Taylor, Harvey Hoffman and Paul Botosani

1. Review of the Minutes of the January 28, 2010, meeting and follow-up
   a. The Search Committee (instead of the Dean's Council) met on 2/11/2010
   b. The minutes of the last meeting were reviewed and approved, unanimously, by all

2. Honoring Rao Dukkipati
   a. The Council unanimously approved Vagos' proposal to establish a named scholarship in honor of Rao
   b. Vagos reported that the SOE realized $94,000 in scholarships from its endowment last year
   c. Wook-Sung suggested that the Rao Dukkipati Memorial Scholarship be restricted to graduate students from India

3. New space in Bannow for SOE use
   a. Currently, SOE uses rooms 133 and 257
   b. SOE will try to get control of the machine shop
   c. It is critical that SOE move its milling equipment from the basement of McAuliffe
   d. Future space requirements may require a new capital campaign to solve

4. Spring enrollments
   a. Vagos distributed Spring 2010 Enrollments showing a total headcount of 308 students.
   b. Almost equal numbers of undergrads and graduate students
   c. 38% of the undergrads are part-time (22% of the credit-hour production)

5. The 2010 freshman class
   a. Engineering applicants are up 25% over last year
   b. Overall, applicants to the University are higher than last year

6. Status of search for the ME position- Reference letters
   a. Only a few of the requested letters have arrived
   b. Vagos will distribute these to the Search Committee

7. Logistics regarding Fall Term Assessment
   a. All done, except for the Student Course Evaluation Forms
   b. Vagos will share at the next Dean's Council meeting

8. Discussion regarding the Interim Dean; what's ahead for the SOE
   a. Jack Beal will serve as Dean of Engineering with a two-year interim appointment
   b. Vagos will work closely with Jack through June to facilitate the transition

9. Members' go-around
   a. There being no new business, the meeting was adjourned at 4:30 pm

MINUTES
Dean's Council Meeting

March 25, 2010
3:30-5:00 pm
MCA 207

Present: Vagos Hadjimichael, Jerry Sergent, Wook-Sung Yoo, Bill Taylor, Shah Etemad, Harvey Hoffman and Paul Botosani

1. Status of ME faculty search
   a. There will be a search committee meeting on Monday to select finalists
   b. The committee's recommendations will go to the SAVP for negotiation

2. Review of the Minutes of the February 25, 2010, meeting and follow up
   a. Utilizing Bannow space will expand the SOE footprint
   b. The minutes were approved unanimously

3. The Rao Dukkipati Scholarship Fund
   a. Rao gave us ten years of good and faithful service
   b. Scholarship established with $30K from the SOE endowment

4. The summer 2010 course offerings
   a. The council suggested updates
   b. Vagos will distribute
   c. Shah will contact Steve Roux regarding summer VTC course
   d. Bill will work with the community colleges on their needs

5. Review of promotion application, James Licari
   a. The council requested additional information
   b. There was a motion to table the application which was seconded and passed unanimously

6. ABET prep- status
   a. Vagos distributed Bill's timeline for the 2011 ABET visit
   b. Bill distributed ABET's questionnaire designed to help chairs get started on their self-study volume

7. Members-go-around
   a. There being no more business, the meeting was adjourned at 5:00 pm

MINUTES
Dean's Council Meeting

April 8, 2010
3:30-5:00 pm
MCA 207

Present: Vagos Hadjimichael, Jerry Sergent, Wook-Sung Yoo, Bill Taylor, Shah Etemad, Harvey Hoffman and Paul Botosani

1. Vagos distributed the undergraduate catalog pages
   a. Each program chair will make any needed corrections/updates
   b. Deadline: next Monday 4/12

2. Shah has accepted the position of ME Chair; will go to the Rank and Tenure Committee to request tenure.

3. Review of the minutes of th March 25, 2010 meeting and follow-up
   a. Rao's family pledged $5K for the Rao Dukkipati Scholarship Fund
   b. Summer courses will include web-based offerings
   c. James Licari withdrew his application for promotion
   d. The minutes were approved unanimously

4. Last review of the summer 2010 schedule
   a. Vagos distributed the summer schedule which was discussed by all
   b. Bill will communicate the availability of on-line courses to the community colleges

5. SOE Faculty Workshop and Wrap-up Sessions
   a. Date: Saturday, May 8, 2010
   b. Theme: Applied Ethics

6. Space issues in McAuliffe Hall
   a. There is a possibility that Purchasing would move to MCA111
   b. SOE will equip the machine shop in Bannow Hall with four pieces of equipment, and share its use with Physics

7. Nanotechnology courses for science credit—in process
   Vagos edited the courses heavily for the purposes of the UCC. In new format, the proposal will go first to the Science Core Committee for its approval before going to the UCC

8. Progress in becoming a chapter of Tau Beta Pi
   a. The initial paperwork has been submitted
   b. Jerry is now working on revisions
   c. Our graduation rate may be too low at this time

9. Members-go-around
   a. The Graduate Information Session will take place on Wednesday, April 14 starting at 5:30 pm in the Kelly Center
   b. The Open House for admitted undergraduate students
      - ✓ Will be held on Saturday, April 10
      - ✓ In addition to program directors, Ryan, Amalia and two students will participate

The meeting was adjourned at 4:45 pm

MINUTES
Dean's Council Meeting

April 22, 2010
3:30-5:00 pm
MCA 207

Present: Vagos Hadjimichael, Jerry Sergent, Wook-Sung Yoo, Bill Taylor, Shah Etemad, Harvey Hoffman and Paul Botosani

1. Review of the Minutes of the April 8, 2010, meeting and follow up
   a. The undergraduate catalog is closed until June 6
   b. SOE sent the summer schedule to 2,200 technical individuals
   c. Purchasing has agreed to vacate MCA107
   d. The new VP Finance, Judy Dolan, will arrive the last week of June and will temporarily occupy this conference room (MCA207)
   e. It is not possible to expand the SOEn in Bannow because of a limitation of ports
   f. The minutes of April 8, 2010 were approved by unanimous consent

2. Review of the fall 2009 Term Assessment Report
   a. Vagos distributed the report to the council members
   b. Each section was reviewed and discussed

3. Information regarding the class of 2014
   a. More than 8,000 applications for undergraduate admission were received
   b. Out of these, about 5,000 students were admitted to the university
   c. This is expected to result in a freshman class of about 900 students
   d. For engineering, there were 450 applicants of which only 200 were admitted
      - ✓ Financial aid is a definite problem
      - ✓ There is a financial aid waitlist
   e. Graduate admissions
      - ✓ 30% increase in admissions
      - ✓ Inquiries are down 30%

4. Second review of the graduate catalog
    a. Action Item: Chairs will do this now since the graduate catalog will close on Monday
    b. Note: It will reopen on May 17

5. New equipment acquisition- integration into the curriculum
    a. Paul Botosani lead the discussion
    b. Action Item: Each program chair will make any needed corrections/updates
    c. Deadline: next Monday 4/12

The meeting was adjourned at 5:00 pm.

MINUTES

Dean's Council Meeting

May 13, 2010

3:30-5:00 pm

MCA 207

Present: Vagos Hadjimichael, Jerry Sergent, Wook-Sung Yoo, Shah Etemad, Harvey Hoffman and Paul Botosani

1. Review of the Minutes of the April 22, 2010, meeting and follow up.
   The yield for the engineering class of 2014 was discussed at length. The minutes were approved unanimously

2. Maynard Marquis' application for promotion from Adjunct Associate Professor to Adjunct Full Professor was reviewed and discussed. Jerry Sergent moved and Harvey Hoffman seconded the motion to grant Maynard Marquis the rank of Adjunct Full Professor

3. Vagos presented the Council with a plan for utilizing the space, RM107, presently occupied by the staff of the Purchasing Office, as an *Engineering Student Welcome Center*. The plan is appended to the Minutes. Vagos mentioned that the SVPAA Paul Fitzgerald, S.J., accepted the plan. The Purchasing Office staff will move into McA111; the problem for the SOE operations is how to make up for losing the use of McA111. A move of this lab to Bannow was discussed. The difficulty in connecting a new SOE lab in Bannow to the SOE network was reviewed. No decision is imminent until later in the calendar year.

4. Vagos discussed the necessity of allowing engineering students majoring in one engineering discipline to complete a Minor in a second engineering discipline. Since the School of Engineering already has a Minor in place, no further formal approval is necessary. The

program chairs were asked to submit to the Dean their requirements for a Minor in their program, for inclusion in the 2010-2011 catalog.

5. The Council discussed the background information, and reviewed the arguments, in favor of asking the UCC to approve Core science credit for the two Nanoscience/Nanotechnology courses, EG210 and EG212, now offered in the School of Engineering. Ryan Munden and Vagos had already completed the proposal requesting approval of Core science credit for these two courses; Council members had received a copy of the proposal. First, the proposal will be sent to the Science Core Course Review Committee. When approved, the proposal will then be submitted to the UCC.

   Following discussion, Jerry Sergent moved to forward the proposal regarding Core science credit for EG210 and EG212, through the review process. Paul Botosani seconded the motion. It was approved unanimously.

6. Regarding the question of offering a C programming course in the SOE, Wook-Sung Yoo indicated that the fundamental elements of the C language are actually taught in SW227, Object Oriented Programming with C++. He will introduce a paragraph into the catalog description for SW227, to clarify this point.

7. Vagos provided a list of pending visits from academics from Indian colleges and Universities, on May 14, and May 25 and 26. He requested that faculty make themselves available for one hour during those three days to meet with the guests and answer their questions regarding engineering education at Fairfield University.

The meeting was adjourned at 5:00 p.m.

MINUTES

Dean's Council Meeting

June 10, 2010

3:30-5:00 pm

MCA 207

Present: Vagos Hadjimichael, Shah Etemad, Wook-Sung Yoo, Bill Taylor, Jack Beal, Harvey Hoffman and Paul Botosani

1. Review of the Minutes of the May 13, 2010, meeting and follow up. The minutes were discussed at length and Chairs were reminded to submit a list of required courses for Engineering minor in their program. The minutes were approved unanimously.

2. Jerry Sergent's recuperation. Based on Jerry 's improved condition, he was moved from St. Vincent Hospital to the Carolton Chronic & Convalescent Hospital in Fairfield to complete his recovery and undergo physical therapy. Unfortunately, 20 registrations were lost for the summer because of a replacement instructor could not be found in time.

3. Recap of recent University administrative developments. The Vice President of Finance is retiring at the end of the month; his replacement will occupy MCA 207 during the last week of June. Two Vice-President positions have been eliminated due to the restructuring of Information Services and Global Relations. In order to further streamline Fairfield University operations, more layoffs are possible. The three-year computer rotation program which had been suspended may be able to restart in the near future.

4. SOE personnel, real estate, and infrastructure developments. As announced previously, Jack Beal will take the reigns as SOE dean in July and Shah Etemad has agreed to come aboard fulltime starting with the fall 2010 semester. There also is the possiblility of changing Cris Craciun to fulltime status. Also announced previously is the coming move of the purchasing office to MCA111 and the recovery of their vacated space for a much needed student area. The shop area in Bannow will now be shared with the Physics department, but networking hurdles need to be solved. Vagos would like us to hold on to the dream of securing some space from Central Stores to become a Senior Design Studio.

5. Summer enrollments. About 32 new freshmen will start in the fall; we will have the opportunity to meet most of them at one of the two Orientation programs scheduled for this month. Regarding enrollment in SOE summer classes, we are at about 144 registration-hours, down from last summer.

6. Spring 2010 Term Assessment Report: Review of 2010 Exit Surveys. Vagos shared the results from the Spring 2010 Term Assessment Report including the competency levels achieved by SOE students. The Council discussed the Exit Surveys at length.

7. Members go around. Bill reported that we have placement information for 25 students at summer internships. Shah wants to set up an industrial advisor group for the BSME and MSME programs.

The meeting was adjourned at 5:00 p.m.