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**COLLEGE OF ENGINEERING**  
**Faculty Meeting Minutes**  
**May 11, 2004**

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- 1) The meeting was called to order by Dean Butler at 2:20pm in 3505 SC. In attendance were: C. Beckermann, L. Boyle, P.B. Butler, G.R. Carmichael, K.B. Chandran, L.-D. Chen, G. Christensen, S.M. Collins, G.W. Fischer, J. Jessop, J. Kuhl, J.S. Marshall, W.A. Nixon, V.C. Patel, J.M. Reinhardt, J.P. Robinson, A.B. Scranton, R.I. Stephens, L. Sun, C.C. Swan, J.M. Wiencek, D.G. Wilder, H.-C. Wu, S. Xiao,
- 2) Minutes of December 19, 2003 were approved by voice vote.
- 3) Degree candidates were approved by voice vote.
- 4) There was no old business to discuss.
- 5) New Business.
  - a) Faculty Committee Reports
    - i) The Curriculum Committee report was presented by G.W. Fischer.
    - ii) The P&T Committee report was presented by J.P. Robinson.
    - iii) The Teaching Committee report was presented by W.A. Nixon.
    - iv) The Ad-hoc Computing Services Committee report was presented by G. Christensen.
    - v) The EFC report was presented by C.C. Swan.
  - b) Dean's Committee Reports
    - i) The Lectures Committee report was presented by D.G. Wilder.
  - c) Dean Butler presented an update on the CoE's budgetary situation with eleven slides.
  - d) Background and motion on e-ACE Policy. After some discussion, the motion was adopted unanimously on a voice vote. The following points were discussed.
    - i) This e-ACE policy does not apply to teaching assistants. The Teaching Committee of AY2004-2005 should thus be charged to make recommendations on ACE policy for TAs.
    - ii) The question was raised whether ACE should continue to have a mandatory question on adequacy of facilities for the teaching of a course. Many argued that facilities can still be an issue when classes are taught outside of Seamans Center.

- iii) The intent of the current e-ACE policy motion was to move from paper to electronic ACE. Policy refinements of the type discussed can be adopted at a later date.
- e) Background and motion on Online CoE Policy Archive. The motion was adopted unanimously on a voice vote.
- 6) Announcements:
  - a) The brunches for graduating CoE students were announced.

Respectfully submitted,

Colby C. Swan  
Secretary *pro tem*