Monthly Faculty Meeting
Electrical Engineering Department

Present: *Roger Dougal, Chair*

Mohammod Ali	*Krishna Mandal*
Andrea Benigni	*Enrico Santi*
Charles Brice	*Grigory Simin*
MVS Chandrashekhar	*Guoan Wang*
Herbert Ginn	*Xiaofeng Wang*
Asif Khan	*Bin Zhang*

Absent: *Paul Huray, Goutam Koley, David Matolak, and T.S. Sudarshan*

Recorder: *Nat Paterson*

The meeting was called to order by Dr. Dougal at 3:30 p.m. in EE Conference Room 3A75 on April 4, 2014.

1. Approval of Minutes of previous meeting –
   - The March Faculty Meeting Minutes were approved.
2. Reports and Discussion Topics –

   I. Undergraduate Committee –

   Discussion #1 – Career Plan Samples – Dr. Simin

   The list of career plan samples posted on the website was shown to the faculty. Dr. Simin explained that these samples are important in helping our undergraduate students be more competitive in the job market. The list is a work-in-progress. Any recommendations or suggestions are always welcome.

   Next Action – getting feedback from the faculty and the IAB members

   Report #1 – EE Scholarships– Dr. Mandal

   Dr. Mandal reported scholarships offered to EE students for the 2014-2015 academic year (please see page #3). The concerns are

   - funding for scholarships is depleted and we might not be able to make any offers after this.
   - the quality of EE students is not as high as other departments.

   Next Actions --

   - Find ways to get more donations. The faculty can try calling previous students asking for donations.
   - Improve the recruitment process, especially the website to attract the best students

   II. Graduate Committee –

   No report

   III. T & P Committee –

   No Report

3. Report of the Chair

I. **Updates on ECEDHA Annual Conference** -- Dr. Dougal informed the faculty various information he received from attending the conference. One major topic is about how we can incorporate "Internet of Things" into our curriculum. Dr. Dougal will give the faculty a more detailed info of what he has learned at the conference later.

II. **EE Faculty Retreat** – Dr. Dougal introduced the idea of arranging a retreat to get everyone together and focus on revising the undergraduate program curriculum. It's been 20 years since the last retreat. Date and location are being determined.

III. **Spring 2014 IAB Meeting –** The faculty was updated on what topics would be covered during the IAB meeting. Dr. Dougal asked for everyone to attend.

IV. **GSSM Accelerated Engineering Camp –** The department has been asked to participate in this activity every summer. It's a good way to recruit high quality high students at the Governor's school.

4. **Announcements –**

- ELCT 331 Instructor for summer
- Spring 2014 IAB Meeting – Friday April 4, 2014
- The 4th Big Friday – April 18, 2014
- Next Faculty meeting – May 1, 2014

Meeting adjourned at 5:02 pm.