

COLLEGE OF ENGINEERING

College of Engineering Staff Advisory Council

Date: Tuesday, April 02, 2013

Time: 0900

Place: Bldg 72 Civil Engineering Room CE106

Call to order 0906

Attendees: Arla Allen ChEE, Tom Demma CEEM, Lexie Allen SIE, Therese Lane CEEM, Celia Stenzel Academic Affairs, Nancy Preble SIE, Christine Eisenfeld ECE, Lisa Rulney ADM

Absent: Dolores Fajardo

Agenda distributed.

Minutes approved.

Old business:

Illuminate meeting by Lee is tabled

May ask Lee to have a brown bag demo

Jonathan Santos web intro tabled

Try schedule Outlook in May or June

NCURA [Nat Council for Research University for Research Administrators] Renaissance hotel phx.

Nancy asked if anyone wants to pursue helping to assemble Bens Bells Be Kind bracelets.

New Business

Christine suggests sending Be Kind Bracelets to other engineering college or Boston

Picture of Bens bells assembly in college [news or] website.

Replacement for Lee and MGE needed

Perhaps asking Jeff to include us in raise requirements

Therese expressed concern for brown bag responses

Nancy countered that people respond but then can't attend

Arla suggested recording brown bag sessions

Lexie said it's hard for her to leave at noon for brown bag sessions

Reschedule brown bag sessions for 1st 3rd at 0900

Next meeting scheduled for 7-10-2013 0900

Adjourned 0942

COLLEGE OF ENGINEERING

College of Engineering Staff Advisory Council
Date: Wednesday, July 10th 2013
Time: 0900
Place: Bldg 72 Civil Engineering Room CE106

Agenda:

Call to order

Approval of April Minutes

Old business:

Blackboard Collaborate Elluminate - demo is live with Arla as the first user – Thanks Leo
Replacement for Lee and someone to represent Mining

New Business

Brown Bag series for next semester – Ideas
Nancy Emptage

Next meeting scheduled for October 11, 2013 9:00 am

Adjourned