

## Engineering Awards Committee

### Meeting Minutes

October 19, 2006, 10:00 a.m., room 1007 Kemper Hall

Attended: Tim Ginn, Xin Liu and Mohamed Hafez

Absent: Bruce Gates, Atul Parikh, Khaled Abdel-Ghaffar, Mark Grismer, Craig Benham and Bruce White.

Tim Ginn, as Chair of the committee, started off the meeting with a brief introduction and requested that committee members send email to him and to the administrative support for the committee, Cathe Richardson, any suggestions regarding committee business.

The next item of business was a discussion on the change of dates for award calls. Committee members agreed to the proposed change that has the Zuhair Best Dissertation Award deadline in Winter quarter and the Engineering Awards deadline in Spring Quarter. This will allow the committee to spread out their workload over the course of the academic year. This committee meets once a quarter, the next meeting will be scheduled for mid-March, 2007 for discussion and recommendation of the best dissertation award and then sometime in mid-May, 2007 for discussion and recommendations for the four faculty awards. An email will be going out to the department chairs from the chair of this committee, reminding them to consider nominations for the four faculty awards at the same time that they are reviewing for merits and promotions for their departments.

Next was a reminder to committee members to take a pro-active role within their departments with regard to award calls received by the college and distributed to committee members from outside agencies. It was suggested that as committee members you announce these awards at your faculty meetings, work with members of any department awards committees, or your department chairs if you know of any colleague within your department who would be qualified for nomination.