College of Engineering, Technology, and Computer Science
Assembly of Representatives
Minutes – Monday October 2, 2006


Assembly Members Excused:  Bimal Nepal.


Call to order
The meeting was called to order at noon.

Approval of minutes
The August 28, 2006 minutes were revised and approved.  David Liu’s name will be removed from the members absent since he was not selected till after the August meeting.

Report of presiding officer
Chair report of meeting with Dean Voland
M. Kubik and Chair Steffen met with Dean Voland to find out how the Assembly can help or assist him with the long term goals for ETCS, which were presented at the Fall Convocation.  Dean Voland was excited with the offer of help from the Assembly.  He will think of ways the Assembly can help and get back with us.

Acceptance of the agenda
The agenda was accepted as written.

Old business
The secretary is working on changing all Assembly Documents to College instead of School.

Committee reports
Curriculum
Chair Steffen reminded the Assembly members that October 1, 2006 was the last day curriculum changes could be submitted for the Fall 2006 semester.

Faculty Affairs
No report.

Educational Policy
No report.

Nominating
No report.

**New business**
Chair Steffen asked that each of the four Assembly committees meet at least once before our November meeting. One person was selected from each committee to call a meeting. The committee should select a chair at this first meeting and report back to the Assembly at the November meeting. Chair Steffen asked each committee to read over what their respective committee duties are and make sure they are following them. Each committee should also check the Assembly documents that apply to their committees and make sure no changes are needed.

**General good and welfare of the college**
IEEE camp out will be over the fall break. Pass the word, everyone is welcome.

There was much discussion regarding the merge of CAET and MIET. The Educational Policy committee and the Faculty Affairs committee should both be involved in different areas of the merge. It was decided that the Assembly would like to invite Dean Voland to our next meeting. Chair Steffen will check Dean Voland’s calendar to see if this can be arranged.

**Adjournment**
The meeting was adjourned at 12:25pm.

The next meeting will be November 6, 2006 in ET 206 at noon.

Diann Keele, Assembly Secretary