

**Southeastern Electrical and Computer Engineering Department Heads Association**  
**Fall 2004 Meeting, November 4-5, 2004**  
**Renaissance Atlanta Hotel-Downtown**  
**590 W Peachtree Street NW**  
**Atlanta, GA 30308**

**Minutes**

**Attendees:**

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Mohammad S. Alam	University of South Alabama
Issa Batareseh	University of Central Florida
Lee Casperson	University of North Carolina - Charlotte
Paul S. Devgan	Tennessee State University
Samir El-Gazaly	University of Tennessee - Knoxville
James Harden	Mississippi State University
John Gowdy	Clemson University
Ashok Iyer	Virginia Commonwealth University
Jeff Jackson	University of Alabama
Mark McKinney	The Citadel
Mark Law	University of Florida
P. K. Rajan	Tennessee Technological University
James Russomanno	University of Memphis
Gregg L. Vaughn	University of Alabama at Birmingham
Roger P. Webb	Georgia Institute of Technology
Stephen A. Zahorian	Old Dominion University

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Dr. Samir El-Gazaly, Vice President of SAEEDH, opened the 2004 SAEEDH Meeting on Thursday, November 4, 2004 at 8:15pm. Dr. Babajide Famaloni, President of SAEEDH, could not attend the meeting because he accepted a new position at another university. The Thursday night program consisted of a presentation on **Program Assessment**. by Dr. Joe Hughes, ECE Department at Georgia Institute of Technology.

The Friday morning program started at 8:00am and included two sessions: **Graduate Enrollment Trends and Ongoing ABET Issues**. Dr. Paul Devgan made a presentation on the first topic, while Dr. Stephen Zahorian made a presentation on the second topic.

The 2004 SAEEDH Business Meeting was called to order at 10:15 am by Dr. El-Gazaly.

- Approval of minutes: The minutes of the 2003 SAEEDH were distributed for review by the SEEADH members. Dr. Iyer made a motion to approve the minutes, and Dr. Zahorian seconded the motion. The minutes were approved unanimously.
- Election of Officers: Dr. Gazaly nominated Dr. Mark Law for the SAEEDH Secretary position and Dr. Alam seconded the motion. The motion was approved unanimously. Dr. Gazaly would serve as the President and Dr. Alam would serve as the Vice President for 2005.
- Date for 2005 Meeting: The 2005 SAEEDH meeting would be held during November 3-4, 2005 in Atlanta.
- Suggested topics for 2005 meeting:
  - Student recruitment and Retention and promoting entrepreneurship in students

- Mentoring junior faculty and best practices for hiring new faculty
- ABET related workload reduction, gathering and utilization of assessment data
- Fund raising and alumni relations
- SAEEDH Name Change: Dr. Batareseh made a motion to rename SAEEDH to SECEDHA (Southeastern Electrical and Computer Engineering Department Head's Association. Dr. Rajan seconded the motion. The motion was approved unanimously. Dr. Vaughn advised to check the update the Bylaws to reflect this name change. Dr. El-Gazaly will look into the Bylaws

The meeting adjourned at 10:50am.

Respectfully submitted by,

Mohammad S. Alam  
University of South Alabama