

## **Chairs' & Center Directors' Meeting Minutes**

**Date:** November 15, 2013 (12:00 to 2:00 pm)

**Location:** WCH – Room 443

**Attendees:** Abbaschian, Reza  
Aguilar, Guillermo  
Balandin, Alex  
Barth, Matt  
Bhuyan, Laxmi  
Boretz, Mitch  
Christopher, Phil (for Nosang Myung)  
Farrell, Jay  
Garay, Javier  
Haddon, Robert  
Hartney, Pat  
Ravi  
Vafai, Kambiz  
Wang, Albert

**Absent:** Bhanu, Bir  
Matsumoto, Mark  
Myung, Nosang  
Najjar, Walid  
Rodgers, Victor  
Tan, Sheldon

The agenda for the meeting is shown in Appendix 1.

### **1. Welcome and call for agenda items - Reza**

No items were added to the agenda.

### **2. Approval of Minutes - Pat**

The minutes of the October 21<sup>st</sup> Chairs/Directors meeting were unanimously approved.

### **3. Economic Development – Mike Pazzani**

Mike distributed a handout that included: a reorganization plan for the Office of Research and Economic Development (RED); a summary of Corporate Sponsored Research issues; a chart of Technology Commercialization at Rutgers from 2001 to 2010 and a summary of Federal R&D Funding increases from 2001 to 2011 at several universities (including UCR).

Mike is reorganizing RED to help PIs work with companies. He has added a research development staff member and corporate technology and commercialization officer. Staff have been added in the areas of business ventures and economic development. On a related issue, Riverside County is funding a County Incubator that provides office space (at nominal rent). This Incubator is located in downtown Riverside and

consists of 3,000sf which is enough space for 5-6 companies. Mike is on the Board of this Incubator. It is expected that Frank Vahid's company will be moving into this Incubator.

On the topic of Corporate Sponsored Research, Mike noted that there will be 0% overhead on UCR SBIR I's. Intellectual Property (IP) options in contracts with UCR can include: first right to negotiate; royalty free non-exclusive rights; or a "prepaid royalty" option of added 15% overhead (plus patent fees). Winston Chung grants have a special IP option of \$100K (plus patent costs). Also, Mike's office can spread out patent costs for faculty companies if needed.

The Chairs/Directors asked Mike for input on options for spending remaining funds on contracts/grants and contracting options with corporate sponsors. Also, Reza suggested that Mike consider phasing-in UCR's overhead rate for corporate sponsors (i.e., 5% up to \$50K, etc). After a brief discussion of these topics, Mike indicated that he will ask his office to schedule a follow-up meeting with appropriate RED staff and BCOE Chairs/Directors (and interested faculty) in the near future.

#### **4. NSF Major Research Instrumentation Program – Mitch**

Mitch called attention to the attachment to the agenda that provides details on NSF's Major Research Instrumentation Program. There is a 20% cost share requirement for proposals. Mike Pazzani's Office will provide 60% of this cost share with the remaining 40% coming from the appropriate college/department. UCR's limited submission deadline is 11/23/13. NSF's deadline is 1/23/14. Alex has indicated that he will be submitting a proposal but it's not clear if there will be any other submissions from BCOE. Mitch will send a proposal submission announcement to BCOE faculty. Reza stressed that major instrumentation should be proposed as multi-user equipment.

#### **5. NSF Faculty Development in the Space Sciences – Mitch**

Mitch noted the attachment to the agenda that describes NSF's Faculty Development in the Space Sciences solicitation. This NSF Program will provide one new faculty line for a space scientist/engineer. This position could reside in one or more departments. Any topic related to space science and curriculum can be proposed. Reza will invite participation from a UCR Physics faculty member that is interested in space imaging. The NSF deadline for proposals is 1/27/14.

#### **6. TA Allocation – Pat**

Pat distributed copies of a memo from EVC/P that allocates an additional 1.8 TA FTE and \$71,027 in associated Perm budget TA funding to BCOE. Pat stated that he added this amount to the FY 13/14 TA Allocation Funding Model spreadsheet that was also distributed. Pat noted that this spreadsheet offers three allocation options: Current Model (30% weighted for all incoming grad students); Option 1 (30% weighted for incoming PhD students only); and Option 2 (30% weighted for incoming PhD and Domestic MS students only). The Chairs discussed the various factors impacting TA allocations including BCOE service courses, course requirements per department and the TA needs of junior faculty. In order to provide more insights into this issue, Pat will obtain TA course assignment data (including enrollments) from BCOE departments for the prior three fiscal years. A Chairs only meeting will be scheduled to review this data and make a final TA Allocation methodology recommendation. Lastly, Pat distributed a spreadsheet that presents TA ratios to undergraduate student workload FTE at UCR over the last three years. He pointed out that BCOE's Student FTE to TA ratio has increased from 31.52 to 44.31 over this period and is now higher than CNAS's ratio (38.85).

#### **7. Updates from Departments and Centers**

CE-CERT: Matt noted that CE-CERT is holding a ribbon cutting event for its Advanced Thermochemical Research Laboratory on Tuesday (11/19/13). Expected participants include the Chancellor, BCOE Dean, and the Chairman of the California Energy Commission.

### **8. Undergraduate Education – Ravi**

Ravi noted that three BCOE Student Affairs staff members have recently left. In addition, the campus is providing one additional Student Advisor position so we have been searching for four positions. Three offers have recently been accepted by candidates (one from CNAS, one from CHASS and one from USC). These three new staff members will start in December.

Also, Ravi noted that we are developing (grad plus undergrad) enrollment targets for next year. BCOE is evaluating a lower freshmen target (400) for next year since we expect higher retention rates due to the increasing quality of incoming students.

### **9. Staff Appreciation – December 6, 2013, 3-5pm – Pat**

Pat reminded participants that this year's BCOE Staff Appreciation event is scheduled for Friday, December 6<sup>th</sup> from 3-5pm in WCH 205/206. Instead of "Employee of the Year" awards, we will be increasing the number (and increasing some values) of the raffle gifts. The Chancellor is still planning to attend this event and it is hoped that Chairs/Directors will be available to serve the food again this year.

### **10. Other Matters**

Pat distributed a copy of the EVC/P's recent Budget Call. Three year (FY 14/15 through FY 16/17) Programmatic and Academic Plans are due by 1/31/14. Chairs/Directors should provide requests for additional staff (that were not included in last year's multi-year proposal) to Pat. He noted that the campus funded 1.5 new staff FTE (1 new Student Advisor and .5 Assistant Machinist) in support of BCOE's instructional program this year so departments may want to consider requesting additional staff positions in this area if appropriate. No other matters were discussed.



# Chairs' & Center Directors' Meeting

**November 15, 2013**

## Agenda

Winston Chung Hall – Room 443

- |     |                                                   |                  |
|-----|---------------------------------------------------|------------------|
| 1.  | Welcome - Request for Agenda Items from the Floor | Reza             |
| 2.  | Approval of Minutes from October 21, 2013 Meeting | Pat              |
| 3.  | Economic Development                              | Mike Pazzani     |
| 4.  | NSF Major Research Instrumentation Program        | Mitch            |
| 5.  | NSF Faculty Development in the Space Sciences     | Mitch            |
| 6.  | TA Allocations                                    | Pat              |
| 7.  | Updates from Departments & Centers                | Chairs/Directors |
| 8.  | Undergraduate Education                           | Ravi             |
| 9.  | Staff Appreciation – December 6, 2013 – 3-5pm     | Pat              |
| 10. | Other Matters                                     |                  |

## Future Meeting Dates

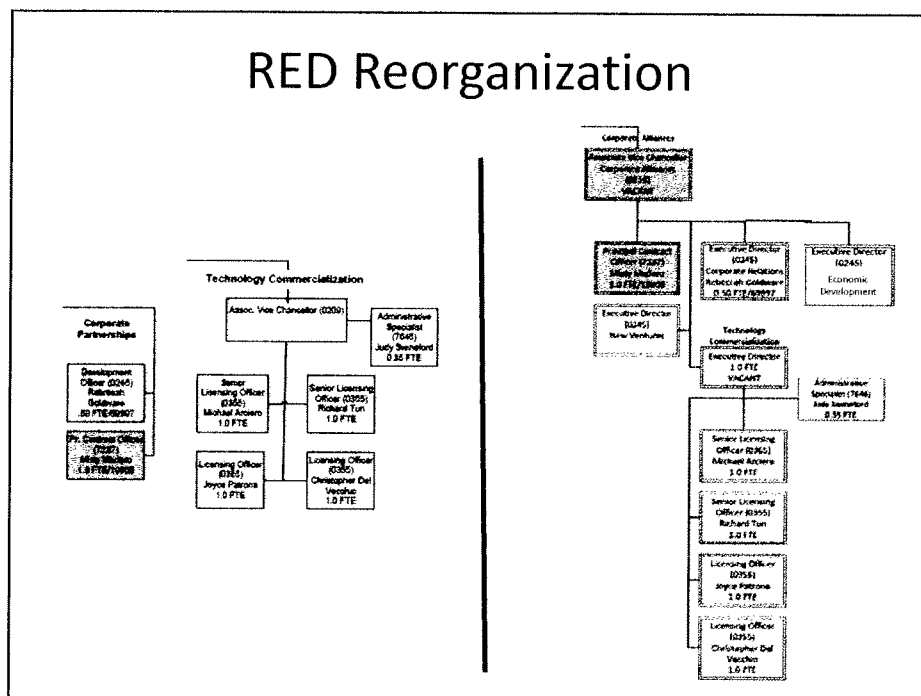
### 2013

~~Monday, August 5~~  
~~Monday, September 9~~  
~~Friday, September 27~~  
~~Friday, October 11~~  
~~Monday, October 21~~  
 Friday, November 15  
 Monday, December 2  
 Monday, December 16

### 2014

*Friday, January 10*  
 Monday, January 27  
 Monday, February 10  
*Friday, February 21*  
 Monday, March 3  
 Monday, March 17  
 Monday, March 31  
 Monday, April 14  
 Monday, April 28  
 Monday, May 12  
 Monday, May 26  
 Monday, June 9  
 Monday, June 23  
 Monday, July 7

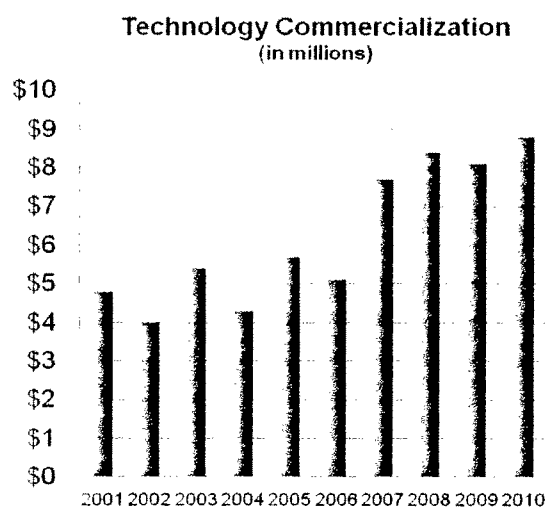
## RED Reorganization



## Corporate Sponsored Research

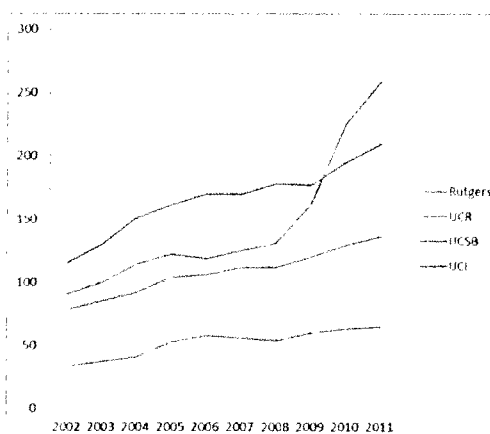
- SBIR I: No overhead.
- All other contracts, full overhead, like NSF and NIH
- IP in contracts
  - First right to negotiate
  - Royalty free Non exclusive
  - Exclusive for 15% extra overhead
  - Winston Chung Grants: \$100K plus patent costs

Rutgers: Lowering transaction costs & building an ecosystem



## Federal R&D Funding

INST. NAME	Federal 2002	Federal 2011	Federal % increase '02-'11
Rutgers	91205	259,689	184.7
Ohio State	177883	493,130	177.2
Georgia Tech	165680	427,867	158.2
Purdue	107477	259,948	141.9
Oregon	37177	84,997	128.6
North Carolina	254571	561,708	120.6
Pittsburgh	306913	662,471	115.8
Nebraska	51401	105,724	105.7
UC Davis	176644	362,976	105.5
Kansas	82663	169,382	104.9
Michigan State	122595	240,837	96.4
Washington	487059	948,976	94.8
University of Colorado	25,500	49,000	90.2
Michigan	444255	820,125	84.6
Florida	167108	306,349	83.3
Colorado	178027	323,078	81.5
UC Irvine	115548	209,117	81.0
Texas A&M	163488	291,812	78.5
UC San Diego	359383	636,879	77.2
UCSB	78370	136,244	73.8
UC Berkeley	217297	336,191	54.7
UCLA	366762	563,560	53.7



## **NSF Major Research Instrumentation Program**

Program Solicitation 13-517, <http://www.nsf.gov/pubs/2013/nsf13517/nsf13517.htm>

Campus limited submission deadline: November 23

NSF deadline: January 23, 2014

Two types of awards: instrument acquisition and instrument development. UCR may submit up to three proposals total, no more than two for instrument acquisition.

What VC Pazzani is looking for:

Priority will be given to proposals that stand a very good chance of being funded:

- PI is currently funded by NSF
- There is a group of NSF funded PIs who will use the equipment (others are fine too, particularly junior)
- There is a plan to support the equipment with technicians, etc and install it.
- A coherent story is told about how the next major breakthrough will be enabled by the equipment, at least a science or nature paper will result.

Some other notes:

NSF has a bias toward requests for under \$1M. Proposals over that amount go through an extra hoop and have a lower acceptance rate.

NSF has a bias toward development projects, creating a new tool no one has, vs. buying 10 year old technology.

For projects over \$1M, there is a bias toward multi-disciplinary, i.e., which I'll define as two different NSF directorates contributing funds. (such as MPS and ENG, or BIO and SBE).

Resubmission of a very close proposal have a higher acceptance rate on the second submission. Unfortunately, this rarely extends to the third submission.

High-quality cost sharing is required: cash and personnel commitments, not PI time and graduate student effort.

## **NSF Faculty Development in the Space Sciences**

Program Solicitation 14-506, <http://www.nsf.gov/pubs/2014/nsf14506/nsf14506.htm>

Campus limited submission deadline: November 21

NSF deadline: January 27, 2014

August 31, 2015, and August 31 every other year thereafter

The Geospace Section of the Division of Atmospheric and Geospace Sciences, to ensure the health and vitality of solar and space sciences on university teaching faculties, is pleased to offer awards for the creation of new tenure-track faculty positions within the intellectual disciplines which comprise the space sciences. The aim of these awards is to integrate research topics in solar and space physics into basic physics, astronomy, electrical engineering, geoscience, meteorology, computer science, and applied mathematics programs, and to develop space physics graduate programs capable of training the next generation of leaders in this field. Space Science is interdisciplinary in nature and the Faculty Development in the Space Sciences awardees will be expected to establish partnerships within the university community.

Proposals submitted in response to this program solicitation will have as their principal objective the creation and support of a single tenure-track faculty position, bearing teaching, educational outreach, and research responsibilities. The faculty position may reside within one department or be shared between several departments. In either case, the proposal must clearly state how topics in space physics will be integrated into the graduate and undergraduate courses offered by the department(s), and it should outline a plan for the development of a space physics graduate program if no such program presently exists.

The proposal should make clear how the position will be integrated into the institution's overall strategic plan. It should set specific goals and milestones to gauge the overall efficacy of the integration and educational outreach. A specific evaluation plan should be presented in the proposal. It will be critical for the institution to state in full the measures it will take to ensure the successful integration of the faculty position.

The proposal should not designate any candidate for the new faculty position, but a description of the desired skills, background and training of the successful candidate should be included. Particular emphasis will be placed upon evaluating the:

Clear articulation of how the faculty position will be integrated into the university program of education, outreach and research.

- Plan for space physics curriculum development.
- Potential for the faculty position to attract capable students and train future scientists in space physics.
- Plan for developing partnerships both within the university and the space sciences community.
- Metrics developed to ascertain the success of the program.
- Pro-active activities to foster participation by women and underrepresented groups.

Principal Investigators should be someone at the university with the authority to implement the proposed program and select and hire the new faculty member: e.g., a dean, provost, chair, or director.



October 25, 2013

Dean Reza Abbaschian  
Bourns College of Engineering

Dear Reza,

I am pleased to approve 1.80 new TA FTE for your organization. The approved allocations are as follows:

**PERMANENT 2013-14 ALLOCATIONS/COMMITMENTS**

- \$71,027 – Funding for 1.80 new TA FTE. This represents salary, employee benefits, and GSHIP. Funding will be effective October 1, 2013.

Please note that the calculation for over enrollment funding will be impacted by the allocation of the TA FTE since the over enrollment calculation is relational to budgeted Faculty and TA FTE in your College. If you have any questions regarding this allocation please direct them to Associate Vice Chancellor Matthew Hull at extension 23243 or by e-mail at [matthew.hull@ucr.edu](mailto:matthew.hull@ucr.edu).

Sincerely,



Dallas L. Rabenstein  
Executive Vice Chancellor  
and Provost

xc: Chancellor Wilcox  
Associate Vice Chancellor Hull  
Assistant Dean Hartney

**TA Allocation Funding Model  
FY 2013-14**

BCOE Dept	2012-13		FY 2013-14						Option 1: PhD only		Option 2: PhD & Dom MS		Current Model	
	Final TA Allocations		Incoming PhD Students		Incoming PhD & MS Students		Incoming PhD & Dom MS		2013-14		2013-14		2013-14	
	Number	% of Total	Number	% of Total	Number	% of Total	Number	% of Total	Final TA Allocations 30% Incoming PhD Students Only	Final TA Allocations 30% Incoming PhD & Dom MS Students	Final TA Allocations 30% Incoming PhD & Dom MS Students	Final TA Allocations 30% Incoming PhD & Dom MS Students	TA Allocations 30% Incoming MS & PhD Students	TA Allocations 30% Incoming MS & PhD Students
<b>BEN</b>	16	16%	31	18%	30	21%	102.56	8%	184,905	211,641	198,179			
<b>CEE</b>	25	24%	30	17%	30	21%	173.80	13%	308,157	289,299	272,736			
<b>CSE</b>	19	18%	41	24%	28	19%	564.60	43%	631,768	635,668	660,513			
<b>EE</b>	21	20%	34	20%	24	16%	207.66	16%	325,614	304,551	322,303			
<b>ME</b>	7	7%	19	11%	17	12%	268.40	20%	305,341	331,191	328,006			
<b>MS&amp;E</b>	15	15%	17	10%	17	12%	0.00	0%	77,657	62,091	52,705			
<b>Total</b>	103	100%	172	100%	146	100%	1,317.02	100%	1,834,442	1,834,442	1,834,442			

Dean's Ofc (10% of total)

**Weighted Average:**

Incoming PhD Students: 0.30

Undergraduate Workload FTE: 0.70

Total Proposed FY 2013-14 TA Funds Available: 1,777,493

MSE Grad Student Supplement: 5,177 per incoming MSE PhD student

**University of California, Riverside**  
**Student/Teaching Assistant Ratios based on**  
**Unadjusted and Adjusted Undergraduate Student Workload FTEs and Budgeted T.A. FTEs - 2010-11 through 2012-13**

	Undergraduate Workload FTE			Budgeted*** T.A. FTE			Student FTE to T. A. Ratio		
	2010-11	2011-12	2012-13	2010-11	2011-12	2012-13	2010-11	2011-12	2012-13
<b>Based on Unadjusted** Undergraduate Workload FTE</b>									
College of Humanities, Arts, & Social Sciences	8,610.87	8,706.95	8,462.04	130.65	130.65	130.65	65.91	66.64	64.77
English Composition/Writing Program #	948.53	837.51	835.62	31.67	30.67	29.42	29.95	27.31	28.40
College of Natural & Agricultural Science	4,958.80	4,779.89	4,712.97	123.60	123.60	123.60	40.12	38.67	38.13
Bourns College of Engineering	920.42	1,080.10	1,301.34	29.72	29.72	29.72	30.97	36.34	43.79
School of Business Administration	1,154.93	1,136.40	1,163.42	15.70	15.70	15.70	73.56	72.38	74.10
Graduate School of Education	82.87	52.24	94.18	1.50	1.50	1.50	55.24	34.83	62.79
<b>General Campus Total</b>	<b>16,676.42</b>	<b>16,593.09</b>	<b>16,569.57</b>	<b>332.84</b>	<b>331.94</b>	<b>330.59</b>	<b>50.10</b>	<b>50.00</b>	<b>50.12</b>

<b>Based on Adjusted* Undergraduate Workload FTE</b>									
College of Humanities, Arts, & Social Sciences	8,573.60	8,696.87	8,469.22	129.58	130.65	130.65	66.16	66.57	64.82
English Composition/Writing Program #	948.53	837.51	761.13	31.67	30.67	29.42	29.95	27.31	25.87
College of Natural & Agricultural Science	5,003.67	4,822.21	4,802.10	123.60	123.60	123.60	40.48	39.01	38.85
Bourns College of Engineering	936.87	1,097.90	1,317.02	29.72	29.72	29.72	31.52	36.94	44.31
School of Business Administration	1,131.33	1,099.96	1,148.82	15.70	15.70	15.70	72.06	70.06	73.17
Graduate School of Education	81.89	92.49	94.22	1.50	1.50	1.50	54.59	61.66	62.81
<b>General Campus Total</b>	<b>16,675.89</b>	<b>16,648.94</b>	<b>16,592.51</b>	<b>331.77</b>	<b>331.84</b>	<b>330.59</b>	<b>50.26</b>	<b>50.17</b>	<b>50.19</b>

\*Adjusted: the workload is shown in the department that paid the instructor's salary.

\*\*Unadjusted: the workload is shown in the department that offered the course.

\*\*\*Includes the distribution of all FTE held by the Dean

# The "Budgeted TA FTE" for the English Composition/Writing Program are based upon actual FTE expenditures

November 1, 2013

Dean Reza Abbaschian  
Vice Provost Steven G. Brint  
Dean Joseph W. Childers  
Dean Stephen E. Cullenberg  
Dean Anil Deolalikar  
Dean Sharon A. Duffy  
Associate Chancellor Cynthia R. Giorgio  
Vice Chancellor Peter A. Hayashida  
Chief Operations Officer Tamara Hedges  
University Librarian Steven Mandeville-Gamble  
Interim Dean Douglas E. Mitchell  
Vice Chancellor Health Affairs and Dean G. Richard Olds  
Vice Chancellor Michael Pazzani  
Interim Vice Chancellor and Chief Information Officer Rowley  
Vice Chancellor James W. Sandoval  
Interim Dean Yunzeng Wang  
Interim Director James A. Wooldridge  
Academic Senate Chair Jose Wudka  
Dean Marylynn V. Yates

Dear Colleagues:

While the Chancellor and I are discussing the framework for this year's Planning and Budget Process, I am writing at this time to request that each of you update the three-year programmatic plan for your organization that was initially submitted in response to last year's Planning and Budget Process call. These plans are very helpful in planning the strategic direction of the campus and potential future resource requirements.

Programmatic plans and resource needs for fiscal years 2014-15 and 2015-16 should be updated with a plan and resource needs for fiscal year 2016-17 being added. Academic units should also include an updated academic plan containing proposed faculty and graduate student recruitments for fiscal year 2017-18. All plans should be submitted to my office via electronic copy by Friday, January 31, 2014.

Programmatic plans and resource needs should demonstrate the alignment of your organization with the campus's strategic plan, UCR 2020: The Path to Preeminence, and be a maximum of ten pages. The plan should contain a one page executive summary; the planned use of existing resources; and justification for each new funding request (requests must be prioritized and summarized on an Excel template to be sent to your CFAO). Additionally, please provide

organizational charts showing funding source, title, and FTE for each existing and proposed new staff position.

Academic plans should also demonstrate the alignment of your organization with the campus's strategic plan, UCR 2020: The Path to Preeminence, and be a maximum of ten pages.

As appropriate to your organization, you are expected to make commitments to procure extramural resources to support your goals. These commitments should be accompanied by the strategies that will be utilized to secure the resources, as well as the identification of any resources needed to support those efforts. You should have a discussion with the Vice Chancellor for Advancement and the Vice Chancellor for Research and Economic Development about the development of your extramural resource plan.

I appreciate your efforts in preparing these documents and look forward to discussing them in more detail with each of you. Specific information related to the 2013-14 Planning and Budget Process will be provided in a separate letter.

Sincerely,



Dallas L. Rabenstein  
Executive Vice Chancellor  
and Provost

cc: Chancellor Wilcox  
CPB Chair Barish  
Associate Vice Chancellor Hull  
Chief Financial and Administrative Officers