

Chairs' & Center Directors' Meeting Minutes

Date: January 28, 2013 (12:00 to 2:00 pm)

Location: WCH – Room 443

Attendees: Abbaschian, Reza
Barth, Matt
Bhuyan, Laxmi
Boretz, Mitch
Farrell, Jay
Garay, Javier
Hartney, Pat
Matsumoto, Mark
Myung, Nosang
Najjar, Walid
Ravi
Rodgers, Victor
Stahovich, Tom
Vafai, Kambiz
Wang, Albert

Absent: Bhanu, Bir
Haddon, Robert
Tan, Sheldon

The agenda for the meeting is shown in Appendix 1.

1. Welcome and call for agenda items - Reza

Reza called attention to the recent message from Steve Ramirez inviting BCOE faculty and staff (and their families and guests) to the 2/20/13 UCR vs. UCSB men's basketball game. Free food will be available.

Reza thanked Chairs and Directors for their input needed for BCOE's response to the EVC/P's request for budget reduction impacts.

Also, Reza announced that the Dean's Office has submitted a proposal to campus to increase the number of international MS students in BCOE.

No items were added to the agenda.

2. Approval of Minutes - Pat

The revised minutes of the January 18th Chairs/Directors meeting were unanimously approved.

3. Department and Center Updates

ME: Tom reported that ME will be doing Skype interviews of 13 faculty candidates next week. Afterwards, the department will invite a few of those candidates for campus visits. Dependent on ME's experience, it was suggested that other departments may want to use this Skype interview process.

EE: Jay stated that EE will interview seven faculty candidates. Also, EE's proposal for a new course (EE 3) primarily for CHASS students was forwarded to BCOE's Executive Committee for approval. Lastly, several EE grad student files have been processed to the Grad Division.

CE-CERT: Matt announced that this year's PEMS Conference will be held on 4/11/13. CE-CERT's Board of Advisors meeting will be scheduled later in April. There is no official update on the recent CARB visit. It was noted that about 140 scouts attended last Saturday's Boy Scouts Merit Day event.

UC Light: Albert stated that he is working with a small company that is trying to find external support. Reza noted that Albert is preparing one of UCR's two proposals to the Keck Foundation this year.

On-line MS Engr: Kambiz stated that notices are being sent out announcing this new program. He is requesting a contact target list from Bioengineering. Kambiz stated that the campus has indicated that only one of its Echo 360 units can be made available for this program. Reza responded that we need to submit a formal request to Chuck Rowley for use of the campus' Echo 360 units starting Fall quarter. Kambiz will be meeting with Media Services soon and may need to schedule a meeting with Reza and Victor afterwards.

MSE: Javier noted that MSE's grad student applications will be submitted to the Grad Division by its 2/19/13 deadline.

CE: Walid reported that nothing was new with the CE Program. Also, Walid stated that BCOE's Senior Hire Search Committee has received about 12 suggested names so far.

CSE: Laxmi reported that the department will be interviewing five faculty candidates in February and early March.

CEE: Nosang stated that CEE has admitted over 30 grad students. Also, Prof. Wheeldon has received a Young Investigator Award. Two suggested candidates for the senior faculty recruitment have been forwarded to BCOE's Senior Hire Search Committee.

WCGEC: Nosang reported that MSE and WCGEC have started the recruitment process for a research faculty hire that will have PI status. Reza added that CE-CERT has been successfully making similar research appointments for some time and he encouraged other BCOE departments and centers to discuss opportunities with him. BCOE could provide some initial funding for such research faculty positions. Also, Nosang noted that facilities are being prepared in CE-CERT to house WCGEC's power distribution and smart grid program. At the same time, facilities are being prepared in the Bourns B wing to house WCGEC's battery research. Lastly, a new XRD, partially funded by WCGEC is being installed in the MSE Building this week. In response to a question, Reza stated that he will be discussing the pending \$600K in additional WCGEC research funding with Winston Chung soon. He stated that WCGEC will be taking 10% of this funding to help support its facilities. Nosang, Sadrul and Matt will be sending a note to the faculty regarding WCGEC.

BIEN: Victor reported that nothing was new with Bioengineering.

4. Budget – Pat

Pat distributed copies of the recent letter from the Interim Chancellor and EVC/P announcing this year's budget request process. Proposals from UCR Org's are due on 3/25/13. The Dean's Office will be requesting input from BCOE departments and centers. This input will be due in the Dean's Office by the end of February. Reza stressed that departments and centers need to think programmatically and relate requests to BCOE's 11 strategic

goals and UCR's Strategic Plan. On a related subject, Mark noted that he attended a meeting last week to discuss manufacturing initiative centers in UC. Several UC campuses will partner with a new 501.c.3 organization to respond to federal funding opportunities. The anticipated focus will be Clean Manufacturing.

5. Graduate Education – Mark

Mark distributed the latest summary of BCOE grad student applications, admits and accepts. All figures have increased from this time last year. There are 71 admit offers out already and five accepts. It was noted that BCOE's 1,853 grad student applications this year are significantly higher than comparable numbers for CHASS (1,046) and CNAS (1,292). Reza added that departments should make sure that there are two grad students available for each new faculty hire.

6. Undergraduate Education – Ravi

Ravi reported that UCR's first wave of freshmen admit offers is going out on 2/1/13. Ravi is still waiting for input on math grades and SAT scores for the second tier applicants (with AIS scores between 3,900 and 4,300 or 4,400). He expects this input to be provided by campus during the first week of February. Afterwards, a BCOE's committee (with representatives from each BCOE program) will meet to review these applicants. The campus has agreed that the number of incoming BCOE freshmen should be limited to 500 this year. Nosang stated that departments need to review the impact of accepting 50 more transfer students this year since these students will have an immediate impact on departmental courses and resources.

Also, Ravi stated that UNEX has sent BCOE three applications from Chinese students and are typical of students that will participate in their 3+1 program with BCOE. BCOE will receive \$18K for each student in the program. Reza has signed MOUs with 11 Chinese universities including the universities that are providing these three students (two in EE and one in CSE). Ravi noted that all applications for this program should be received by June. This year's goal is to accept five students per BCOE department.

7. Lewis/Burke Visit – Mitch

Mitch reminded Chairs and Directors that the Lewis/Burke consultants, hired by the VC for Research and Economic Development, will be visiting BCOE and CE-CERT tomorrow. Lewis/Burke will start with an Introduction session at 9am in WCH 443. Reza suggested that BCOE Chairs and Directors should plan to attend this Intro session. Afterwards, Mitch has scheduled 20 minute sessions with individual BCOE PIs or small groups of PIs to discuss areas of interest and funding opportunities. Lewis/Burke will meet with CE-CERT PIs at 1:30pm and CNSE PIs at 3:30pm.

8. Other Matters

No other matters were discussed.



Chairs' & Center Directors' Meeting

January 28, 2013

Agenda

Winston Chung Hall – Room 443

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| 1. | Welcome - Request for Agenda Items from the Floor | Reza |
| 2. | Approval of Minutes from January 18, 2013 Meeting | Pat |
| 3. | Department and Center Updates | All |
| 4. | Budget | Pat |
| 5. | Graduate Education/Graduate Applications | Mark |
| 6. | Undergraduate Education/MOU w/Chinese Universities | Ravi |
| 7. | Lewis/Burke Visit | Mitch |
| 8. | Other Matters | |
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Future Meeting Dates

2012

~~Monday, October 15~~

~~Monday, October 29~~

~~Friday, November 16~~

~~Monday, December 3~~

~~Monday, December 17~~

2013

~~Monday, January 14~~

~~Monday, January 28~~

Monday, February 11

Monday, February 25

Monday, March 11

Monday, March 25

Monday, April 8

Monday, April 22

Monday, May 6

Monday, May 20

Monday, June 3

Friday, June 14

Monday, July 1

RIVERSIDE

OFFICE OF THE CHANCELLOR

January 18, 2013

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

Dear Colleagues:

We are writing to initiate a planning and budget process in light of the outcome of Proposition 30 and the need to continue moving forward with the implementation of the campus's strategic plan. To ensure that we have plans to guide us as we consider strategies for dealing with our planned enrollment growth and in efforts to continue to operate and use resources in the most efficient manner possible, we are requesting that you develop a comprehensive planning document including budget requests for critical needs.

The general framework for planning will be the campus's strategic plan, UCR 2020: The Path to Preeminence with a projected student enrollment of approximately 24,000 FTE in fiscal year 2020-21. Within that context, the focus of your proposal and subsequent presentation should be a programmatic plan for the 3-year period beginning in 2013-14.

This is also an opportunity to make requests for new faculty FTE, therefore, academic units should include an academic plan. The academic plan should contain proposals for the recruitment of unfilled faculty FTE currently held in the unit, the carryforward of unsuccessful recruitments from the prior year, and faculty FTE previously committed. The recruitment of graduate students must also be incorporated into the academic plan. All recruitment proposals and allocation

Requests must be specifically justified in terms of the campus's strategic plan and should include program discipline, rank, and relative priority. Resource Planning and Budget will be providing you with updated Faculty Renewal Models to help in the preparation of your plans.

You should articulate the resource strategies to accomplish your plans, incorporating a statement of the budgetary plan for the use of existing resources within the organization as well as plans for the acquisition of new resources from all sources, including, but not limited to, contracts and grants, gifts and endowments, and fees. If you are requesting increases in staff, please include an organizational chart which identifies each existing staff position as well as the new staff positions for which funding is being sought.

Requests for campus funds should be prioritized with the context of the organization's total request. 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 identification of any resources that need 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.

Your proposal should be prefaced by an executive summary of no more than two pages. The executive summary and the comprehensive document should be suitable for distribution to a broad audience via the web. Any budget requests for campus funds must be prioritized line by line with no duplication in priority number. A lack of numbered prioritization will indicate a "wish list" as opposed to a request.

We plan to finalize resource decisions by the end of June in anticipation of the new fiscal year. The attached timeline describes the sequence and timing of events required to accomplish this goal. It will therefore be necessary to receive your submissions by March 25, 2013.

Sincerely,



Lane Conoley
Interim Chancellor



Dallas L. Rabenstein
Executive Vice Chancellor and Provost

Attachment: Planning and Budget Timeline

Timeline of Major Events in 2012-13 Planning & Budget Process

January:	Campus Call Letter distributed
February:	Resource Planning and Budget Staff contact and consult with Organizations to discuss the Faculty Renewal Models
March 25:	Comprehensive Planning and Budget Documents submitted to Provost/EVC by 5pm in an electronic format only <i>Separately, a summary budget request of campus funds, in an excel format with priority numbering, should be sent via email to the Associate Vice Chancellor of Resource Planning and Budget</i>
April:	Review and Analysis of Planning and Budget Documents by Resource Planning and Budget Staff
April/May:	Chancellor's Budget Advisory Committee convenes, Individual Unit hearings
May:	Input and Feedback from Academic Senate Committee on Planning and Budget to the Provost/EVC and the Chancellor's Budget Advisory Committee
Late May:	Provost/EVC compiles recommendations and presents to the Chancellor
June:	Chancellor makes final Budget decisions
June 28:	Budget Allocations Letters distributed to campus Organizations

2013-14 BCOE GRADUATE RECRUITMENT TARGETS
2013-14 CAMPUS TARGETS

Dept	M.S.	Ph.D.	Total	Accepts	% of Target	College	Total	To Date	% of Target
BIEN	15	15	30	2	6.7%	BCOE	158	5	3.2%
CEE	7	15	22	3	13.6%	CHASS			
CSE	15	15	30	0	0.0%	CNAS			
EE	15	25	40	0	0.0%	DBS			
MSE	6	12	18	0	0.0%	GSOE			
ME	8	10	18	0	0.0%				
Subtotal	66	92	158	5	3.2%	Subtotal	158	5	3.2%

GradSIS Data as of January 28, 2013

International Students									
Program	Apps			Admits			Accepts		
	2011	2012	2013	2011	2012	2013	2011	2012	2013
BIEN	33	28	49	0	0	5	0	0	0
CEE	123	130	147	0	0	12	0	0	2
CEN	NA	NA	28	NA	NA	0	NA	NA	0
CS	366	470	562	0	0	0	0	0	0
EE	382	524	534	0	0	0	0	0	0
MSE	56	82	98	0	0	0	0	0	0
ME	75	97	108	0	0	0	0	0	0
Total	1035	1331	1526	0	0	17	0	0	2

Domestic Students									
Program	Apps			Admits			Accepts		
	2011	2012	2013	2011	2012	2013	2011	2012	2013
BIEN	46	53	73	0	0	19	0	0	2
CEE	62	55	56	0	0	23	0	0	1
CEN	NA	NA	6	NA	NA	0	NA	NA	0
CS	62	85	69	0	0	0	0	0	0
EE	37	41	58	0	0	0	0	0	0
MSE	29	15	28	0	0	0	0	0	0
ME	26	33	37	0	0	12	0	0	0
Total	262	282	327	0	0	54	0	0	3

Total Students									
Program	Apps			Admits			Accepts		
	2011	2012	2013	2011	2012	2013	2011	2012	2013
BIEN	79	81	122	0	0	24	0	0	2
CEE	185	185	203	0	0	35	0	0	3
CEN	NA	NA	34	NA	NA	0	NA	NA	0
CS	428	555	631	0	0	0	0	0	0
EE	419	565	592	0	0	0	0	0	0
MSE	85	97	126	0	0	0	0	0	0
ME	101	130	145	0	0	12	0	0	0
Total	1297	1613	1853	0	0	71	0	0	5

Unit	Apps		Admits		Accepts		One Year Percent Change		
	2012	2013	2012	2013	2012	2013	Apps	Admits	Accepts
BCOE	1613	1853	0	71	0	5	14.9%	#DIV/0!	#DIV/0!
CHASS	1083	1046	2	74	0	6	-3.4%	3600.0%	#DIV/0!
CNAS	1266	1292	59	54	4	0	2.1%	-8.5%	-100.0%
DBS	42	65	2	3	0	0	54.8%	50.0%	#DIV/0!
AGSM	132	245	21	39	2	10	85.6%	85.7%	400.0%
GSOE	154	87	1	10	1	1	-43.5%	900.0%	0.0%
Total	4290	4588	85	251	7	22	6.9%	195.3%	214.3%