

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

**Date:** April 22, 2013 (12:00 to 2:00 pm)

**Location:** WCH – Room 443

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

**Absent:** Bhanu, Bir  
Tan, Sheldon  
Vafai, Kambiz

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 March 25<sup>th</sup> and April 8<sup>th</sup> Chairs/Directors meeting were unanimously approved.

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

BIEN: Victor stated that the department has four new NSF Graduate Research Fellows. The number of NSF Fellows in BIEN now totals nine which equals about 24% of BIEN's eligible students. Each awardee receives \$100K in fellowship funding. BIEN initiated a 4-unit course about 3-4 years ago to instruct students on how to write applications. Usually, two BIEN faculty participate in this course. Also, BIEN's recent grad student visit event was successful. The number of incoming grad students in BIEN is 23 (14 PhD students and 9 MS students). The diversity of incoming BIEN students increased from 24% last year to 30% this year. Mitch added that BIEN's first NIH Fellowship award has been announced.

MSE: Javier noted that MSE's recently hired FAO, Katie Dell, has started and has made great progress. Also, the University Materials Council, made up of Materials Science department chairs across the country recently met. Javier reported there were two important items that came out this meeting: the number of students pursuing MSE degrees is increasing and there is increased importance being placed in research faculty

appointments. Reza noted that CE-CERT has several successful such research faculty appointments. Javier added that the MSE Program is in the final stages of hiring a joint research faculty member with the Winston Chung Global Energy Center. This appointment will also act as MSE's Lab Manager. Reza stated that research faculty are eventually expected to support themselves from external contracts/grants.

CEE: Nosang stated that CEE has 28 incoming grad students. About 50% of these incoming students are domestic students.

CSE: Laxmi indicated that CSE's faculty recruitment interviews are on-going. There have been two unsuccessful offers to date. Reza noted that the faculty candidates identified by CSE have been excellent and are therefore receiving offers from several prestigious institutions. CSE has about 20 PhD students incoming for Fall.

CE: Walid noted that CE's first MS application process has been completed.

CNSE: Mitch stated that NSF's call for proposals for MSREC centers has been released. Initial proposals are due in August 2013. Mike Pazzani is coordinating UCR's proposal efforts. Tentatively, one effort is being led by Nosang and one by Alex Balandin, and two by CNAS faculty. Few new MSREC awards are expected this year.

It was noted that there may be opportunities to coordinate research efforts with UCR Agriculture faculty. BIEN already coordinates with UCR Med School faculty.

Robert reported that work has yet to begin on the MSE Building's Clean Room project.

UCLight: Albert stated that he is developing a possible NIH proposal. Also, the Center is continuing to move forward with its corporate partners on joint efforts and technology demonstrations.

CE-CERT: Matt reported that CE-CERT's Board of Advisors meeting is scheduled for Thursday, April 25<sup>th</sup>. This meeting will take place on one day this year. The recent PEMS Conference was successful with over 170 attendees. Lastly, a meeting of researchers interested in Smart Grid and Power Distribution areas is scheduled for tomorrow, April 23<sup>rd</sup>.

EE: Jay reported that the department has completed its faculty recruitment interviews and that an offer is outstanding. Another offer has been declined. EE's Board of Advisors meeting is coming up.

ME: Tom stated that ME has hired Susana Aparicio as its new FAO and the search for the department's open contract/grant Analyst position has started. ME had two faculty hire offers. One candidate had 2-3 other offers and declined BCOE's offer. The application from the other candidate was withdrawn. Tom will be discussing a possible third offer with Reza.

#### **4. Budget Matters-- Reza**

Reza made a presentation before the Academic Senate's Planning and Budget Committee last week. He will be making a presentation to the EVC/P and the campus Budget Committee on Friday, April 26<sup>th</sup>. He expects to receive feedback about one month afterwards. As a reminder, Reza stated that BCOE is requesting a total of 36 new faculty lines. 14 faculty hires are requested in the first year. The campus is holding on to around 200 faculty lines. Reza stated that BCOE's request is in line with the campus' strategic goal of attaining the profile of an AAU institution. After hiring 36 new faculty, BCOE would generate about \$100M/yr in research funding and would be able to offer more graduate and undergraduate technical courses. BCOE is also requesting the loan of Initial Complement funding and additional space. Reza is pursuing public/private partnership options

for building EBUIII. A recent campus report indicated that BCOE is already about 10,000sf short of needed wet lab space. He has suggested to campus that some UCR administrative functions could be moved to the new UCPath Center to free up needed research and instructional space on-campus.

### **5. Graduate Education/Research – Mark**

Mark distributed a packet of materials. The first document discussed was the latest summary of the numbers of BCOE grad student Applications, Admits, In-Process, Accepts and Declines. Mark noted that to date, BCOE has 136 grad student SIRs, 113 declines and 106 pending. One reason for the significant increase this year in SIRs is that offers went out sooner. The second column on this document presents the final number of Applications, Accepts and Declines for Fall, Winter and Spring terms last year. There were 161 total incoming grad students last year. The Accept rate is 45% this year which is higher than last year. Mark noted that all of BCOE's grad student growth has been in MS students.

The second document presents BCOE grad student recruitment, degrees awarded and GRE score statistics. The number of grad student applications increased from 1,274 in FY 2009/10 to 2,178 in FY 13/14 (an increase over 70%). BCOE's percent of total campus applications increased from 27% in FY 09/10 to 40% in FY 13/14. The number of PhD degrees awarded by BCOE faculty (.9) is the highest in the UC system (except for UCB). Lastly, GRE scores increased from 1,176 in FY 09/10 to 1,276 in FY 13/14. It was suggested that BCOE's percent of UCR's faculty be added to this document.

The third portion of the materials presented the newly approved Non-Resident Masters Student Incentive Funding Program including the campus policy, a listing of changes between the old and new MS Central Fellowship policies and a proposed BCOE policy that splits NRT revenue generated by this new policy between the student's department (80%), general TA allocation pool (10%) and reserve pool (10%). After brief discussion, Reza stated that this proposed BCOE NRT allocation policy will be voted on at the next Chairs/Directors meeting. Also, departments will need to develop their own internal policies on how to utilize their (80%) shares of revenue. Options include allocations to faculty IAA accounts, lecturer funding, TA funding, etc. Reza stressed that departments need to take care of these self-supporting MS students while they're at UCR or the program will not be successful. It was recommended by the Chairs that revenue should also be shared for self-supporting PhD students. This will be proposed to the Grad Division at a later date. Additionally, Mark noted that there's a possibility that 40% of UCR's grad student application fees will be returned to colleges in the future. Lastly, Mark noted that a self-supporting MS student in BCOE can now get full fellowship funding if he/she decides to continue for a PhD.

### **6. Undergraduate Education – Ravi**

Ravi distributed a summary of incoming BCOE freshmen and transfer students. To date, BCOE has 262 freshmen SIRs and 25 transfer SIRs. BCOE's targets are 500 freshmen and 150 transfer students. The deadline for freshmen SIRs is 5/1/13. BCOE has waitlisted applicants that can be used to meet freshmen targets. The deadline for transfer SIRs is 6/1/13. BCOE Student Affairs staff have called each transfer Admit this year. BCOE had 85 transfers last year so this year's target of 150 might not be met. It was mentioned that BCOE admitted about 85% of freshmen applicants about 4-5 years ago but now admits around 50%.

Ravi handed out 5-6 UNEX Certificate program applications from Chinese students to appropriate Chairs. It was suggested that the program's current title "UCR PhD Preparatory Program" may need to be changed since it implies that students are already accepted into UCR's PhD program. It was suggested that "UNEX PhD Preparatory Program" may be more appropriate. Some Chairs were concerned with the requirement to offer each participant a project experience since this could be a significant burden on faculty. Ravi responded that SoBA hired an administrator for its similar UNEX program to handle project experiences and that their students are doing projects under the direction of professors in China. After discussion, the following items need to be addressed with UNEX: (1) title of the Program should be changed; (2) need better descriptions of the Chinese courses on applicant transcripts; (3) make acceptance into the Program conditional upon successful completion

of UNEX's English training course in the summer; and (4) need information on all courses taken or being taken this academic year by the applicants in China. Lastly, it was noted that departments may need assistance translating these Chinese applications, particularly if there will be significant numbers of them.

**7. Adjunct Faculty Appointments for NSWC Scientists and Engineers – Mitch**

Due to time constraints, this topic was postponed to the next Chairs/Directors meeting.

**8. Other Matters**

No other matters were discussed.



# Chairs' & Center Directors' Meeting

**April 22, 2013**

## Agenda

Winston Chung Hall – Room 443

- |    |   |                  |
|----|---|------------------|
| 1. | Welcome - Request for Agenda Items from the Floor   | Reza             |
| 2. | Approval of Minutes from March 25 & April 8, 2013 Meetings                                | Pat              |
| 3. | Updates from Departments & Centers  | Chairs/Directors |
| 4. | Budget Matters  | Reza             |
| 5. | Graduate Education  | Mark             |
| 6. | Undergraduate Education   | Ravi             |
| 7. | Adjunct faculty appointments for Naval<br>Surface Warfare Center scientists and engineers | 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~~

**Friday, May 10 rescheduled from May 6**

Monday, May 20

Monday, June 3

Friday, June 14

Monday, July 1

22-Apr-13

## APPLICATIONS

Program	MS			PHD			MS/PHD		
	Dom	Int'l	Total	Dom	Int'l	Total	Dom	Int'l	Total
BIEN	39	24	63	47	30	77	86	54	140
CEE	22	57	79	41	98	139	63	155	218
CEN	7	43	50	0	0	0	7	43	50
CPSC	50	494	544	31	212	243	81	706	787
ELEN	32	389	421	30	224	254	62	613	675
MSOL	1	0	1	0	0	0	1	0	1
MSE	11	46	57	21	68	89	32	114	146
MCEN	27	69	96	14	51	65	41	120	161
BCOE	189	1122	1311	184	683	867	373	1805	2178

## ADMITS

Program	MS			PHD			MS/PHD		
	Dom	Int'l	Total	Dom	Int'l	Total	Dom	Int'l	Total
BIEN	20	5	25	27	4	31	47	9	56
CEE	12	8	20	29	25	54	41	33	74
CEN	3	0	3	0	0	0	3	0	3
CPSC	22	2	24	14	23	37	36	25	61
ELEN	8	47	55	8	31	39	16	78	94
MSOL	0	0	0	0	0	0	0	0	0
MSE	6	1	7	11	6	17	17	7	24
MCEN	18	13	31	9	3	12	27	16	43
BCOE	89	76	165	98	92	190	187	168	355

## IN PROCESS

Program	MS			PHD			MS/PHD		
	Dom	Int'l	Total	Dom	Int'l	Total	Dom	Int'l	Total
BIEN	0	1	1	0	2	2	0	3	3
CEE	0	1	1	0	2	2	0	3	3
CEN	0	1	1	0	0	0	0	1	1
CPSC	3	20	23	0	1	1	3	21	24
ELEN	1	6	7	2	5	7	3	11	14
MSOL	0	0	0	0	0	0	0	0	0
MSE	1	3	4	0	0	0	1	3	4
MCEN	1	9	10	1	0	1	2	9	11
BCOE	6	41	47	3	10	13	9	51	60

## ACCEPTS

Program	MS			PHD			MS/PHD		
	Dom	Int'l	Total	Dom	Int'l	Total	Dom	Int'l	Total
BIEN	6	3	9	13	2	15	19	5	24
CEE	2	1	3	10	14	24	12	15	27
CEN	0	0	0	0	0	0	0	0	0
CPSC	9	0	9	8	10	18	17	10	27
ELEN	1	8	9	3	18	21	4	26	30
MSOL	0	0	0	0	0	0	0	0	0
MSE	1	0	1	6	6	12	7	6	13
MCEN	7	1	8	5	2	7	12	3	15
BCOE	26	13	39	45	52	97	71	65	136

## DECLINES

Program	MS			PHD			MS/PHD		
	Dom	Int'l	Total	Dom	Int'l	Total	Dom	Int'l	Total
BIEN	6	1	7	10	1	11	16	2	18
CEE	5	6	11	16	10	26	21	16	37
CEN	0	0	0	0	0	0	0	0	0
CPSC	4	0	4	4	10	14	8	10	18
ELEN	0	5	5	4	12	16	4	17	21
MSOL	0	0	0	0	0	0	0	0	0
MSE	2	0	2	4	0	4	6	0	6
MCEN	6	2	8	4	1	5	10	3	13
BCOE	23	14	37	42	34	76	65	48	113

## DECISION PENDING

Program	MS			PHD			MS/PHD		
	Dom	Int'l	Total	Dom	Int'l	Total	Dom	Int'l	Total
BIEN	8	1	9	4	1	5	12	2	14
CEE	5	1	6	3	1	4	8	2	10
CEN	3	0	3	0	0	0	3	0	3
CPSC	9	2	11	2	3	5	11	5	16
ELEN	7	34	41	1	1	2	8	35	43
MSOL	0	0	0	0	0	0	0	0	0
MSE	3	1	4	1	0	1	4	1	5
MCEN	5	10	15	0	0	0	5	10	15
BCOE	40	49	89	11	6	17	51	55	106

2012-13

## APPLICATIONS

Program	MS			PHD			MS/PHD		
	Dom	Int'l	Total	Dom	Int'l	Total	Dom	Int'l	Total
BIEN	58	21	79	38	23	61	96	44	140
CEE	22	47	69	40	90	130	62	137	199
CEN	NA	NA	NA	NA	NA	NA	NA	NA	NA
CPSC	50	361	411	41	192	233	91	553	644
ELEN	22	365	387	27	265	292	49	630	679
MSOL	NA	NA	NA	NA	NA	NA	NA	NA	NA
MSE	13	28	41	18	69	87	31	97	128
MCEN	24	62	86	19	52	71	43	114	157
BCOE	189	884	1073	183	691	874	372	1575	1947

## ADMITS

Program	MS			PHD			MS/PHD		
	Dom	Int'l	Total	Dom	Int'l	Total	Dom	Int'l	Total
BIEN	34	3	37	21	4	25	55	7	62
CEE	13	13	26	28	19	47	41	32	73
CEN	NA	NA	NA	NA	NA	NA	NA	NA	NA
CPSC	26	64	90	21	32	53	47	96	143
ELEN	7	19	26	13	36	49	20	55	75
MSOL	NA	NA	NA	NA	NA	NA	NA	NA	NA
MSE	5	0	5	12	12	24	17	12	29
MCEN	15	3	18	9	5	14	24	8	32
BCOE	100	102	202	104	108	212	204	210	414

## ACCEPTS

Program	MS			PHD			MS/PHD		
	Dom	Int'l	Total	Dom	Int'l	Total	Dom	Int'l	Total
BIEN	17	1	18	11	2	13	28	3	31
CEE	3	1	4	5	5	10	8	6	14
CEN	NA	NA	NA	NA	NA	NA	NA	NA	NA
CPSC	8	16	24	12	10	22	20	26	46
ELEN	6	4	10	4	21	25	10	25	35
MSOL	NA	NA	NA	NA	NA	NA	NA	NA	NA
MSE	3	0	3	7	7	14	10	7	17
MCEN	7	2	9	6	3	9	13	5	18
BCOE	44	24	68	45	48	93	89	72	161

## DECLINES

Program	MS			PHD			MS/PHD		
	Dom	Int'l	Total	Dom	Int'l	Total	Dom	Int'l	Total
BIEN	17	2	19	10	2	12	27	4	31
CEE	10	12	22	23	14	37	33	26	59
CEN	NA	NA	NA	NA	NA	NA	NA	NA	NA
CPSC	18	48	66	9	22	31	27	70	97
ELEN	1	15	16	9	15	24	10	30	40
MSOL	NA	NA	NA	NA	NA	NA	NA	NA	NA
MSE	2	0	2	5	5	10	7	5	12
MCEN	8	1	9	3	2	5	11	3	14
BCOE	56	78	134	59	60	119	115	138	253

**BCOE GRADUATE RECRUITMENT STATISTICS**

AY	2009-10	2010-11	2011-12	2012-13	2013-14*
Applications	1274	1304	1570	1867	2178
Admits	292	365	380	397	355
New Enrollees	119	153	136	142	136
Apps, % of total	27%	30%	32%	36%	40%
Adm, % of total	20%	27%	28%	27%	29%
New, % of total	17%	23%	21%	21%	22%

**BCOE GRADUATE DEGREES AWARDED**

AY	2007-08	2008-09	2009-10	2010-11	2011-12
PhD Awarded	50	44	42	45	68
MS Awarded	49	56	66	83	70
PhD, % of total	22%	23%	22%	19%	26%
MS, % of total	13%	14%	15%	18%	15%

**BCOE GRADUATE GRE SCORES**

AY	2010-11	2011-12	2012-13	2013-14*
<b>Total (Old Scale)</b>				
Applicants	1176	1197	1261	1276
Admits	1240	1264	1285	1284
New Enrollees	1210	1234	1254	1305
<b>Total (New Scale)</b>				
Applicants			308	312
Admits			312	315
New Enrollees			311	313

## **NON-RESIDENT MASTERS STUDENT INCENTIVE FUNDING PROGRAM**

Policy Owner: Executive Vice Chancellor and Provost

Effective Date: March 1, 2013

**Introduction:** To provide incentive to recruit and educate additional non-resident masters students with the goal of increasing resources to the campus while increasing graduate student enrollment, the following revenue share has been approved. This revenue share is not applicable for professional masters students as the schools enrolling those types of student collect professional school fees which can be used to fund the cost of instruction.

**Program Specific Approval:** Approval for participation in this revenue share program must be presented via the Graduate Dean and approved by the Executive Vice Chancellor and Provost on a program by program basis before admission of these new students has begun.

**Admissions:** Students admitted under this revenue share program must be admissible by objective criteria through the traditional graduate student admissions process. However, this revenue share program cannot bias the admissions process of California Residents; therefore each year enrollment targets for this program must be approved by the Graduate Dean. In addition, the Graduate Dean will monitor admissions into these programs to ensure that student quality is maintained and that growth of the programs is in line with the Campus' strategic objectives.

**Workload Treatment:** Students admitted pursuant to this revenue share must, and will be treated as any other student for the purposes of FTE workload calculations and thus are counted in the calculations with respect to over-enrollment allocations.

**Non-Resident Tuition Revenue Share:** For each new non-resident (domestic or international) masters student that is enrolled, the college/school will be provided with one-half of the current value of the non-resident tuition paid by that student each year that the student is enrolled. Should the student not pay non-resident tuition, then this revenue share would not apply. Funding will be provided based on Fall quarter actual enrollments as provided by the Graduate Dean, but note that the revenue share will be prorated based on the number of quarters the student is actually enrolled in the academic year and as such funding may be adjusted later in the year. Funding for mid-year enrollments will be prorated based upon the quarter admitted. This funding is intended to cover the costs incurred in the college/school related to these students, to provide funding for additional teaching assistants, and to provide general support for the college/school.

**Tuition:** One-half of the tuition paid by these students will be placed in the Graduate Student Support pool according to policy. The remaining one-half will be used by the Campus to cover supporting costs in the Library, Registrar, Graduate Division, etc. and to help fund over-enrollment allocations.

**Impact on Graduate Student Cohort-Funding:** Students admitted under this revenue share program are excluded from the Cohort-Funding model. Any support provided to these students must be funded from the share of the non-resident tuition provided to the college/school.



## CHANGES IN M.S. CENTRAL FELLOWSHIP POLICY

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### OLD POLICY

#### M.S. Central Fellowship Allocation:

- \$3,000 average per matriculated M.S. student.
- Fellowship funding for stipend, fees, or NRT to qualified domestic students.
- Additional Ph.D. central funding allocation of \$5,000 per matriculated self-supporting international M.S. student. Funds limited to augmenting Ph.D. fellowships to incoming students.
- Funds stay within the central fellowship pool. No fungible money available.

### NEW POLICY

#### Two pools of M.S. students:

- Domestic students eligible for central fellowships
  - Residents
  - Non-residents
- Self-supported students NOT ELIGIBLE for central fellowships.
  - Domestic non-residents
  - ~~Residents~~ International

#### M.S. Central Fellowship Allocation:

- \$3,000 average per ELIGIBLE matriculated M.S. student.
- Fellowship funding for stipend, fees, or NRT to qualified domestic students as long as it is within the per student average.

#### NRT Return Policy:

- Fifty percent of the NRT paid by self-supported M.S. students returned to the College as fungible funding, which can be used for any purpose.
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## BCOE NRT REVENUE RETURN POLICY

Version 042213

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The funds received by the College via NRT revenue return (generated by self-supporting M.S. students) will be distributed as follows:

1. 80% to department.
2. 10% to the general TA allocation fund
3. 10% held in reserve for contingencies (e.g., special recruitment events, emergency NRT (for one/two quarters), cost-sharing opportunities).

NRT: \$5,034/qtr

### Revenue Generated Per Student

# of qtrs	NRT Generated	To Campus	To BCOE	To Collective TA Funds	To Department
1	\$5,034	\$2,517	\$252	\$252	\$2,014
2	\$10,068	\$5,034	\$503	\$503	\$4,027
3	\$15,102	\$7,551	\$755	\$755	\$6,041
4	\$20,136	\$10,068	\$1,007	\$1,007	\$8,054
5	\$25,170	\$12,585	\$1,259	\$1,259	\$10,068
6	\$30,204	\$15,102	\$1,510	\$1,510	\$12,082

### Revenue Generated Per Year

# of students	NRT Generated	To Campus	To BCOE	To Collective TA Funds	To Department
2	\$30,204	\$15,102	\$1,510	\$1,510	\$12,082
5	\$75,510	\$37,755	\$3,776	\$3,776	\$30,204
10	\$151,020	\$75,510	\$7,551	\$7,551	\$60,408
20	\$302,040	\$151,020	\$15,102	\$15,102	\$120,816
30	\$453,060	\$226,530	\$22,653	\$22,653	\$181,224
50	\$755,100	\$377,550	\$37,755	\$37,755	\$302,040
100	\$1,510,200	\$755,100	\$75,510	\$75,510	\$604,080

Department return funds can be used for:

1. Allocation to faculty IAA accounts (incentive for those taking on students).
2. Lecturer funding.
3. TA funding.
4. Staff funding.
5. Departmental fellowships (supplements or direct).
6. Seminar support.
7. Central fellowship deficit.
8. Etc.

**FRESHMEN**

MAJOR	APPLICANTS	ADMITTED	NETSIR
Bioengineering	355	359	35
Bioengineering BS + MS	316	81	3
Business Informatics	122	56	12
Chemical Engineering	368	321	38
Chemical Engineering BS + MS	135	22	1
Computer Engineering	545	350	30
Computer Engineering BS + MS	352	40	2
Computer Science	840	491	34
Computer Science BS + MS	380	58	3
Electrical Engineering	390	340	33
Electrical Engineering BS + MS	188	22	0
Environmental Engineering	229	201	25
Environmental Engineering BS + MS	87	9	0
Materials Science and Engineering	116	76	4
Mechanical Engineering	1051	588	38
Mechanical Engineering BS + MS	418	61	4
Pre-Engineering	0	1	0
<b>Grand Total</b>	<b>5892</b>	<b>3076</b>	<b>262</b>

In 2012 357

**TRANSFER**

MAJOR	APPLICANTS	ADMITTED	NETSIR
Bioengineering	91	39	6
Business Informatics	16	1	0
Chemical Engineering	144	77	4
Computer Engineering	88	20	1
Computer Science	308	78	5
Electrical Engineering	182	73	4
Environmental Engineering	60	18	1
Limited Student	1	0	0
Materials Science and Engineering	19	4	0
Mechanical Engineering	300	113	4
<b>Grand Total</b>	<b>1209</b>	<b>423</b>	<b>25</b>

In 2012

14