

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

**Date:** May 25, 2012 (12:00 to 2:00 pm)

**Location:** WCH – Room 443

**Attendees:** Abbaschian, Reza  
Barth, Matt  
Bhanu, Bir  
Farrell, Jay  
Hartney, Pat  
Lonardi, Stefano (for Laxmi)  
Myung, Nosang  
Najjar, Walid  
Ravi  
Rodgers, Victor  
Stahovich, Tom  
Vafai, Kambiz  
Wang, Albert

**Absent:** Boretz, Mitch  
Bhuyan, Laxmi  
Garay, Javier  
Haddon, Robert  
Matsumoto, Mark  
Tan, Sheldon

The agenda for the meeting is shown in Appendix 1.

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

Reza reported that CE's ABET Self-Study was completed and submitted to the Dean's Office. As noted later, BIEN's ABET Self-Study has also been completed. Reza recommended that Chairs require their faculty to read their departmental Self-Studies before the Fall ABET Visit since the Review Team selects random faculty member to meet with. The ABET Review Team will also meet with selected BCOE undergraduates so students should be informed of the importance of ABET. ABET will hold an Institutional Representative Orientation on July 19<sup>th</sup> in Washington, D.C. BCOE can have up to three representatives at this Orientation. The topic of TA Allocations was added to the agenda by Pat.

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

The minutes of the May 4<sup>th</sup> Chairs/Directors meeting were unanimously approved.

### **3. Department and Center Updates**

CE-CERT: CE-CERT received valuable feedback from its recent Board of Advisors meeting. Matt recently returned from a trip that included a research presentation with Jay Farrell in Washington D.C. that was very well received. Matt suggested that the band that played at CE-CERT's 20<sup>th</sup> Anniversary could be used for BCOE's Commencement Reception. Reza will consider this suggestion.

CEE: The department recently held an alumni meeting to obtain ABET advice and input. The department will meet next week to discuss its strategic goals.

WCGEC: The Center held its first seminar last Tuesday. This seminar included speakers from industry, government and academia. The Center will form an Advisory Board and will develop a strategic plan. This plan could include Power Distribution and Management. No UC campus currently offers a program in Power Engineering.

CS: A response from a faculty candidate to an offer is due today. The department has decided that a second faculty offer will be made so CS may have two faculty hires this year. Prof. Vahid is arranging to offer CS 10, 12 and 14 on-line through UC's On-Line Education (UCOE) Program. CS will be paid \$550 for each on-line student and will have an exclusive arrangement with UCOE for seven years. Reza suggested that each BCOE department should offer similar types of popular courses through UCOE.

CE: Walid has submitted CE's BS/MS proposal to Mark. He noted that Senior Design courses in EE and CS have different credits so CE may need to have its own Senior Design course. A course proposal will be developed by Fall, in time for the ABET visit.

On-Line MS Engr Degree Program: Four core courses are being reviewed by the Committee on Courses. There will be an additional test of the Echo 360 equipment next week.

BIEN: The department's ABET Self-Study has been completed.

CRIS: There is an IGERT competition for student projects. Bir is developing a proposal in response to NSF's Big Data initiative. It was noted that a meeting will be scheduled with UCR's new Vice Chancellor for Research (VCR) in June to discuss BCOE proposal efforts.

ME: Tom stated that ME is having difficulties with its Fall 2012 teaching assignments since several of its classes are being moved to different rooms and/or different times by the UCR Registrar's Office. It was noted that classroom scheduling is done manually by the Registrar's Office and that several campus courses need large rooms for the Fall. Reza will schedule a meeting with Jim Sandoval to discuss this issue.

EE: The department's ABET Self-Study is out for review and should be completed by next Tuesday. EE had a very good Board of Advisors meeting. EE is bringing in four more faculty candidates.

UC Light: The Program will be receiving some gift funding from a private company. The planning workshop for a proposed NSF I/UCRC Center is scheduled for next Tuesday. About 14 companies are scheduled to participate.

#### **4. Undergraduate Education – Ravi**

Ravi reported that the latest number of incoming BCOE freshmen is slightly lower (691) than previously reported (700). The list of BCOE courses that UNEX will offer has been sent. UNEX will guarantee the number of seats in these courses. Ravi suggests that departments be more proactive next year. For example, certificate programs in Engineering Management or Engineering could be offered. BCOE could also include on-line courses in these offerings.

Ravi discussed the recent request for lab tour information sent to BCOE departments by Maggie. The campus is requesting the departments to designate which teaching labs can and cannot be included in tours by visiting prospective students. It was noted that safety should be an important consideration when selecting labs for

tours. It is expected that lab tours will start July 1<sup>st</sup>. As such, the campus needs this teaching lab tour information next week.

#### **5. Graduate Education - Reza**

Mark was unavailable for this meeting however he left copies of the latest data of grad student Applications, Admits and Accepts by BCOE department. This table indicates that the total number of grad student Accepts is now 121. In comparison, there were 109 Accepts at this time last year. Pat added that the Grad Division presented its new Hobsons Grad Student Recruitment program on Tuesday. All BCOE departments will participate in piloting this program starting this Fall. Implementation of this program should increase the number of domestic grad student applicants to BCOE. The departments will need to develop content for Hobsons and meet with the Grad Division and C&C.

#### **6. Faculty Recruitment - Reza**

Reza called attention to the recent memo from the EVCP that he forwarded to BCOE Chairs. The EVCP requests faculty hiring plans with strategic justifications by June 15<sup>th</sup>. In order to meet this deadline, input from Chairs to Reza is due by June 8<sup>th</sup>. A Chairs meeting will be scheduled before June 15<sup>th</sup> to review this input before forwarding it to the EVCP. Reza noted that interdisciplinary hires should be emphasized. Nosang stated that Energy is an appropriate interdisciplinary area for BCOE faculty hires.

#### **7. Commencement – Pat**

Pat reported that Eilene is attempting to contact the last few remaining grad students that are scheduled to graduate this year to see if they will be attending Commencement. Also, Eilene is still looking for Commencement volunteers and will be contacting BCOE FAOs to ask that they help find staff volunteers for the Commencement ceremony.

#### **8. College Meeting - Pat**

Pat noted that this year's College Meeting is scheduled for Wednesday, June 6<sup>th</sup> from 3-5pm in WCH 205/206. Reza added that a reception will follow the meeting.

#### **9. Instructional Equipment – Reza**

Reza reported that the departments are requesting a total of \$340K this year for Instructional Equipment. BCOE has a total of \$211K available. As such, Reza will be making allocations to Chairs and will let them decide on departmental priorities.

#### **10. IDC Return – Pat**

Pat stated that the amount of IDC return to faculty is about \$57K with a matching \$57K to departments this year. This represents 10% and 5% IDC returns respectively. Reza noted that IDC return is not awarded to faculty that have Initial Complement balances but departments still receive a matching share.

#### **11. Other Matters**

TA Allocations: Pat distributed a table that included three possible scenarios for including different weights (25%, 50% and 75%) for Service Courses in the determination of future TA Allocations to BCOE departments. The Chairs requested additional scenarios that include the total number of grad students per department (not the current use of incoming grad students only) and the total number of undergraduate students. It was noted that the total number of TA quarters provided to grad students varies by BCOE department. Also, it was noted that departments would be able to offer more TA funding if they received a share of the campus' income from self-supporting MS students in their departments.



# Chairs' & Center Directors' Meeting

**May 25, 2012**

## Agenda

Winston Chung Hall -- Room 443

- |     |   |      |
|-----|---|------|
| 1.  | Welcome - Request for Agenda Items from the Floor | Reza |
| 2.  | Approval of Minutes from May 4, 2012 Meeting      | Pat  |
| 3.  | Department and Center Updates                     | All  |
| 4.  | Undergraduate Education                           | Ravi |
| 5.  | Graduate Education                                | Mark |
| 6.  | Faculty Recruitment                               | Reza |
| 7.  | Commencement                                      | Pat  |
| 8.  | College Meeting                                   | Pat  |
| 9.  | Instructional Equipment                           | Reza |
| 10. | IDC Return  | Pat  |
| 11. | Other Matters                                     |      |

Future meeting schedule – all meetings to take place in WCH 443

### Chairs' & Center Directors' Meetings

~~Friday, March 9, 2012~~  
~~Monday, April 2, 2012~~  
~~Monday, April 30, 2012 changed to May 4, 2012~~  
 Friday, May 25, 2012  
 Monday, June 25, 2012  
 Monday, July 23, 2012

### Chairs' & Program Leaders' Meetings

~~Monday, March 19, 2012~~  
~~Friday, April 20, 2012~~  
~~Monday, May 14, 2012~~  
 Friday, June 15, 2012  
 Monday, July 9, 2012

**2012-13 BCOE GRADUATE RECRUITMENT TARGETS**
**2012-13 CAMPUS TARGETS**

Dept	M.S.	Ph.D.	Total	Accepts	% of Target	College	Total	To Date	% of Target
BIEN	20	19	39	13	33.3%	BCOE	167	121	72.5%
CEE	3	14	17	12	70.6%	CHASS		129	
CSE	20	20	40	42	105.0%	CNAS		186	
EE	15	15	30	32	106.7%	DBS		5	
MSE	6	10	16	8	50.0%	GSOE		50	
ME	13	12	25	14	56.0%				
Subtotal	77	90	167	121	72.5%	Subtotal	167	441	

**GradSIS Data as of May 22, 2012**

International Students									
Program	Apps			Admits			Accepts		
	2010	2011	2012	2010	2011	2012	2010	2011	2012
BIEN	28	41	40	1	11	3	1	3	0
CEE	129	125	133	34	19	28	13	4	7
CS	347	426	551	73	83	93	23	27	24
EE	348	448	597	57	68	50	27	12	22
MSE	53	62	86	9	9	7	5	4	5
ME	75	91	109	7	3	5	4	2	4
Total	980	1193	1516	181	193	186	73	52	62

Domestic Students									
Program	Apps			Admits			Accepts		
	2010	2011	2012	2010	2011	2012	2010	2011	2012
BIEN	67	74	65	38	31	35	20	11	13
CEE	65	73	60	42	28	37	21	10	5
CS	71	79	91	36	39	47	15	15	18
EE	66	46	46	26	21	18	12	8	10
MSE	10	33	24	7	9	10	3	5	3
ME	32	41	38	15	18	21	7	8	10
Total	311	346	324	164	146	168	78	57	59

Total Students									
Program	Apps			Admits			Accepts		
	2010	2011	2012	2010	2011	2012	2010	2011	2012
BIEN	95	115	105	39	42	38	21	14	13
CEE	194	198	193	76	47	65	34	14	12
CS	418	505	642	109	122	140	38	42	42
EE	414	494	643	83	89	68	39	20	32
MSE	63	95	110	16	18	17	8	9	8
ME	107	132	147	22	21	26	11	10	14
Total	1291	1539	1840	345	339	354	151	109	121

	Apps		Admits		Accepts		One Year Percent Change		
Unit	2011	2012	2011	2012	2011	2012	Apps	Admits	Accepts
BCOE	1539	1840	339	354	109	121	19.6%	4.4%	11.0%
CHASS	1114	1144	250	274	137	129	2.7%	9.6%	-5.8%
CNAS	1368	1397	344	413	155	186	2.1%	20.1%	20.0%
DBS	53	47	10	8	4	5	-11.3%	-20.0%	25.0%
AGSM	352	387	147	142	52	50	9.9%	-3.4%	-3.8%
GSOE	195	213	85	103	63	60	9.2%	21.2%	-4.8%
Total	4621	5028	1175	1294	520	551	8.8%	10.1%	6.0%

# TA Funding Allocation Model with Service Course Weight Scenarios FY 2011-12

	2010-11 TA Allocations				2011-12 Academic Year				Service Course Weight Scenarios			
	Incoming Grad Students		Undergrad Workload FTE		Weighted Average Factor	2011-12 TA Allocations	Service Course Weight Factors			Allocation		
	Number	% of Total	Number	% of Total			0.25	0.50	0.75	Allocation	Allocation	Allocation
BCoE Dept	27	19%	55.31	5.90%	0.09	154,527	174,699	166,589		174,699	166,589	160,213
BIEN	13											
CEE Dept	0											
CEE SC	13	9%	93.96	10.03%	0.10	164,115	192,155	184,607		192,155	184,607	172,020
CSE Dept	45											
CSE SC	0											
CSE Total	45	32%	456.45	48.72%	0.45	742,916	623,802	668,519		623,802	668,519	709,339
EE Dept	23											
EE SC	0											
EE Total	23	17%	136.09	14.53%	0.15	250,189	269,394	261,335		269,394	261,335	255,602
ME Dept	18											
ME SC	0											
ME Total	18	13%	195.06	20.82%	0.19	313,796	365,493	344,493		365,493	344,493	328,369
MS&E	13	9%	0.00	0.00%	0.02	38,917	38,917	38,917		38,917	38,917	38,917
Total	139	100%	936.87	100.00%	1.00	1,664,460	1,664,460	1,664,460		1,664,460	1,664,460	1,664,460

Dean's Ofc (10% of total)

184,940

## Weighted Average:

Incoming Grad Students: 0.25

Undergraduate Workload FTE 0.75

Total Proposed FY 2011-12 TA Funds Available 1,664,460