

Chairs' & Center Directors' Meeting Minutes

Date: October 6, 2008 (12:00 to 2:00 pm)

Location: EBU II – Room 443

Attendees: Abbaschian, Reza
Anvari, Bahman (for Jerry Schultz)
Balandin, Alex
Bhanu, Bir
Bhuyan, Laxmi
Boretz, Mitch
Dexter, Jim
Haddon, Robert
Hartney, Pat
Lake, Roger
Mahalingam, Shankar
Matsumoto, Mark
Parker, Linda
Payne, Tom
Ravishankar, China

Absent: Barth, Matt
Norbeck, Joe
Schultz, Jerry
Yan, Yushan

The agenda for the meeting is shown in Appendix 1.

1. Welcome – Request for Agenda Items from the Floor – Reza

Reza welcomed Tom Payne to the meeting. Tom will be preparing BCoE's Master's of Engineering (MEng) proposal. Tom indicated that he will begin this effort with the formation of an MEng Committee comprised of one faculty member from each BCoE department. He asked the Chairs to send him names as soon as possible. No items were added to the agenda.

2. Minutes Approval - Pat

The revised minutes of the 9/22/08 Chairs/Directors meeting were unanimously approved.

3. Department Updates

Bir mentioned that he is preparing an IGERT full proposal that is due in two weeks. He is collecting letters of support for the proposal from industry. His last IGERT proposal fell just short of being funded. Also, he is preparing a joint project with UCI, Cornell, Syracuse and Minnesota for a MURI grant. It involves 12 PI's and totals \$1.4M/year for 5 years. The project's white paper is due at the end of October.

Bir is working on a joint DOD/NSF sponsored workshop tied to Tech Horizons 2009 on Large Scale Camera Networks: Future Outlook and Challenges. He expects about 40 participants for this workshop. Shankar reported that ME had its annual retreat last Saturday and discussed its undergraduate and graduate programs along with the search for a replacement faculty member. He expects to send ME's faculty search paperwork to the Dean's Office today. ME's search will emphasize the areas of Solid Mechanics, Bio Transport, Human Computer Interaction such as virtual reality and haptics, and Environmental Systems Modeling. Also discussed during the retreat were department seminars, plans, developments, ME's Board of Advisors and the graduate program brochure and website. Almost all ME faculty were able to attend this retreat including Reza. Reza commented that an ME faculty candidate had declined our offer (due to personal reasons). As such, BCoE would be able to recruit for another MSE faculty member this year, increasing the number to three. It was hoped that this position (the College line) would be tied to Energy, high performance computing, systems integration or faculty to support the new MEng program in engineering management. All departments were encouraged to look for outstanding faculty in their pools.

Robert stated that CNSE is a member of UCLA's new Center for Environmental Implications of Nanotechnology (CEIN). He and Sharon Walker will be participating in this Center. A recent state law requires nanotechnology companies to determine if their nanomaterials are present in the environment. The first area that the state will be looking at is carbon nanotubes. Robert indicated that CEIN should attempt to duplicate CE-CERT's "honest broker" role between companies and the EPA. Also, Robert and Sakhrat are participants in the new MRSEC at Georgia Tech which is just getting started.

Roger indicated that 5-7 EE proposals were recently funded. EE is waiting for comments from UCR's recent review of its undergraduate program. The comments from EE's graduate program review were positive.

Bahman reported that BIEN has an NIH training grant pending. BIEN's undergraduate enrollments have increased significantly this year. BIEN is still talking with one candidate for a faculty position. BIEN has scheduled this year's departmental seminar series.

Alex stated that the MSE program recently held its first student orientation program. About 14 (of the 18) MSE students attended. The orientation included demonstrations in three labs. The MSE Graduate proposal was sent to the Grad School last week. One more form needs to be completed before the proposal can be submitted for UC System approval. Reza asked how MSE students are counted. Alex indicated that all MSE students will be counted in departments after they make decisions about areas of concentration. Reza responded that it's important to BCoE that all its students be counted, including MSE students before they make decisions about areas of concentration.

Laxmi stated that CSE recently received about \$4M in research funding. CSE held its retreat about two weeks ago and discussed the department's faculty recruitment ad, its website and marketing. It was suggested that Computer Engineering use the UCSB model where a Program Director is appointed from one of the (two) participating departments and an Associate Program Director be appointed from the other department. There are 85 incoming Computer Engineering freshmen this year and 300 students in total. A Masters and PhD program in Computer Engineering could be attractive. Such a joint program could be managed similar to MSE. Also, Laxmi stated that CSE's student workload is high this year and that the

department needs an additional lab technician. Pat will send a summary of CSE's student workload FTE over the last several years to Reza.

Tom envisions two committees for MEng: a faculty committee and a technical (staff) committee. He will be meeting with the Dean of the Graduate School soon. He is concerned that UCR may not want to waive its residency requirement for MEng. UCLA was able to waive this requirement for a similar degree program. Tom mentioned that there are no on-line (regular) classes at UCR. A two-year approval process is envisioned for the MEng program.

4. BCoE Distinguished Seminar Speakers - Reza

Reza stated that BCoE wants to run its Distinguished Seminar Speaker series again this year. Two Seminars were given last year. Reza indicated that these Speakers need to be in high level positions and be able to discuss broad (not technical) topics. Names of several potential Speakers were given to Reza at the meeting.

5. Marketing and Web - Jim

Jim's marketing efforts are directed at many audiences including alumni, students, individuals that provide national rankings, etc. He encouraged departments to send mail lists to Advancement so that they can be entered into Advancement's database. Mailing addresses in this database are continually updated through the Post Office. He has beefed-up BCoE's Newsletter and is emailing it. Also, Jim is trying to gather alumni news and is redesigning BCoE's website for recruitment. He is updating brochures and has archived a significant number of photos. 300 newsletters went to local/regional engineering and architecture firms (in advance of BCoE's emerging Civil and MEng programs). He has obtained lists of department heads that provide national rankings and recruiters used by US News and World Reports (USN&WR). He particularly wants to publicize BCoE high profile events and speakers. He has established a BCoE You-Tube site. BCoE's new website is consistent with UCR's web template and incorporates UCR's new Content Management System. Jim will be assisting departments in their transitions to the new website design. The goal is to have the College's website online early next month. Photos of active labs are needed for BCoE's website. New departmental graduate recruitment brochures need to be at the printer by the end of the month. Alex asked if USN&WR national ranking materials are being sent to EE (and MSE). Jim has requested this information from USN&WR but has not yet received a response. Reza will ask Eilene to follow-up with USN&WR. Each BCoE department should receive two sets of USN&WR national ranking materials (for Chairs and Graduate Advisors). Jim will coordinate a Computing and Communications Content Management System training session for BCoE personnel.

6. Faculty Recruitment – Mark

Mark stated the BCoE's faculty recruitment website will be activated soon. Reza agreed to provide \$6K for MSE recruitment advertising.

Reza mentioned that all departments should be trying to identify eminent scholar candidates. Any such appointment would be a new faculty line for BCoE. Also, he encouraged departments to add partial (10%, etc) faculty appointment or adjuncts. These partial and adjunct appointments enhance BCoE's reputation.

7. Graduate Education - Mark

Alex noted Matt Barth's email attached to the agenda. This email asked if faculty could be given "graduate student supervision" credit for EE290 (directed studies) similar to EE 297 and EE 299. It was noted that a complication is that EE290 includes non-thesis students. After discussion, it was felt that this is really a department level issue. Reza stated that departments should focus on the number of graduate students **supported** by faculty, rather than enrolled in these courses.

Mark stated that Graduate School funding for the next cohort year of BCoE grad students has yet to be decided although he assumes there will be a specific amount given for PhD students and a lower amount for (domestic) MS students. Reza will invite the Dean of the Graduate School, Joe Childers, to a future Chairs meeting. Mark distributed the latest FY 08/09 grad student enrollment summary. This summary indicates that 144 grad students have enrolled in BCoE vs 161 SIRs. This year's 'melt' was expected and is similar to previous years.

8. Undergraduate Education - Ravi

Ravi announced that BCoE has received a \$100K NSF grant to enhance the pipeline of undergraduate students. Most of these funds will be used for high school teacher stipends and for student visits to on-campus labs. In addition to Ravi, the BCoE participants include Drs. Rodgers, Walker and Princevac. UCR has received a Title V grant as an Hispanic Serving Institution (i.e., more than 24% of enrolled students are Hispanic). The grant's funding is \$3.3M over 4 years and is primarily a community college feeder grant. Ravi noted that UCR 's Transfer Resource Center is charged with recruiting from community colleges. Ravi stated that BCoE's Honors Program has been revamped this year.

Introductory Engineering (i.e., Engr 1) courses will increase from 1 to 2 units for Honors students. This increase recognizes that projects will need to be added to existing courses for these Honors students. Ravi requested names of faculty interested in leading an Enginuity Hall design project.

Lastly, Mark mentioned that BCoE is now a member of GEM, the National Consortium for Graduate Degrees for Minorities in Engineering and Science.



Chairs' & Center Directors' Meeting

October 6, 2008

Agenda

Engineering Building Unit II – Room 443

- | | | |
|----|---|------|
| 1. | Welcome - Request for Agenda Items from the Floor | Reza |
| 2. | Approval of Minutes from September 22, 2008 Meeting | Pat |
| 3. | Departmental Updates | |
| 4. | BCoE Distinguished Seminar Speakers | Reza |
| 5. | Marketing & Web | Jim |
| 6. | Faculty Recruitment | Mark |
| 7. | Graduate Education
EE 290 Directed Studies (see handout) | Mark |
| 8. | Undergraduate Education | Ravi |
| 9. | Other Topics | |

The next scheduled meeting will be
Monday, October 20, 2008

Please note: Meetings will be held in EBU II – Room 443

BCOE GRADUATE STUDENT RECRUITMENT STATUS: 2008-09 COHORT

Graduate Division Data as of September 30, 2008

Program	Apps	Admits	Accepts	Target	% of Target
BIEN	61	25	13	15	86.7%
CEE	116	50	22	22	100.0%
CS	453	121	48	52	92.3%
EE	470	119	46	40	115.0%
ME	120	32	15	22	68.2%
Total	1220	347	144	151	95.4%

Unit	Apps	Admits	Accepts	Target	% of Target
BCOE	1220	347	144	120	120.0%
CHASS	1192	356	218	194	112.4%
CNAS	1388	378	191	227	84.1%
DBS	37	12	3	4	75.0%
AGSM	363	155	81		
GSOE	214	115	89	16	
Total	4414	1363	726	561	

Graduate Division Data as of September 30, 2007

Program	Apps	Admits	Accepts	Target	% of Target
BIEN	39	14	8	8	100.0%
CEE	113	45	20	20	100.0%
CS	335	90	42	35	120.0%
EE	318	94	45	35	128.6%
ME	98	54	33	23	143.5%
Total	903	297	148	121	122.3%

Graduate Division Data as of September 30, 2008

Program	International Students			
	2007	2008	2007	2008
BIEN	17	5	4	8
CEE	84	28	14	28
CS	276	60	24	93
EE	282	80	31	97
ME	76	43	17	21
Total	735	216	90	247

Domestic Students

Program	Domestic Students			
	2007	2008	2007	2008
BIEN	22	9	4	17
CEE	29	17	6	22
CS	59	30	16	28
EE	36	14	11	22
ME	22	11	8	11
Total	168	81	45	100

All Students

Program	All Students			
	2007	2008	2007	2008
BIEN	39	14	8	25
CEE	113	45	20	50
CS	335	90	40	121
EE	318	94	42	119
ME	98	54	25	32
Total	903	297	135	347

Eilene Montoya

From: Matthew Barth
Sent: Thursday, September 25, 2008 10:35 AM
To: Roger Lake
Cc: Kristine Phengrasamee; EE Profs; Patrick Hartney; Mark Matsumoto; Reza Abbaschian
Subject: RE: EE 290

Hi Roger:

In my mind, EE290 (directed studies) is a good course to have brand new students explore new research topics through literature reviews, reports, etc. I usually have my students meet weekly to discuss the topics, and at the end of the course do a report and presentation. This is the best way to introduce them to new research topics.

EE297 (directed research) is a course that you can focus on a particular research project (that can be accomplished in the 10 week period). In this course, they also meet, report, and present, but it is on their specific research tasks. This is something that is usually targeted for 1st or 2nd year students, after they have a better idea of what they are doing for research.

EE299 should be used once they have advanced to candidacy when they are working on their theses/dissertations.

I think all courses are important to have, including EE290. By not giving "grad student supervision" credit for the EE290 course, then professors will only use EE297 and EE299. In effect, EE290 will never be used so we may as well just eliminate it.

Pat and Mark: my suggestion is that we expand the "grad student supervision" definition to also include EE290 (and corresponding courses in the other depts.).

-Matt

-----Original Message-----

From: Roger Lake [mailto:rlake@ee.ucr.edu]
Sent: Wednesday, September 24, 2008 5:28 PM
To: EE Profs
Cc: Kristine Phengrasamee
Subject: EE 290

Dear All,

Kristine, our new grad. student asst., has been signing up students for EE290 (Directed studies) instead of EE299 or EE297. If you want to get credit for grad. student supervision, do not sign these petitions for 290. Instead, have the students enroll in EE299 or EE297. You should make sure that all of your students are enrolled in some units of 299 or 297.

Best -
Roger

Chairs' & Center Directors' Meeting Dates

2008-09

(Currently all set for Mondays)

Noon – 2 p.m.

Location: EBU II 443

2008

July 14

August 18

September 8

September 22

October 6

October 20

November 3

November 17

December 1

December 15

2009

January 12

January 26

February 13*

February 23

March 13*

March 23

April 6

April 20

May 4

May 18

June 1

June 15

June 29

New Dates as of September 8, 2008

(Change made due to conflict with Dept. Chair's Lunch Bunch)