Chairs' & Center Directors' Meeting Minutes

Date: May 4, 2009 (12:00 to 2:00 pm)
Location: EBU II – Room 443
Attendees: Abbaschian, Reza
                 Balandin, Alex
                 Barth, Matt
                 Bhuyan, Laxmi
                 Boretz, Mitch
                 Dexter, Jim
                 Lake, Roger
                 Mahalingam, Shankar
                 Parker, Linda
                 Payne, Tom
                 Ravi
                 Schultz, Jerry

Absent: Bhanu, Bir
                 Haddon, Robert
                 Hartney, Pat
                 Matsumoto, Mark
                 Norbeck, Joe

The agenda for the meeting is shown in Appendix 1.

1. Welcome and call for agenda items

Two items were added to the agenda:

1. Recovery Act funding (Mitch)
2. U.S. News Rankings (Reza, to be incorporated into Updates)

2. Approval of minutes (Mitch)

Approved as circulated, without changes.

3. Commencement

Ravi has asked chairs for nominations for undergraduate student speakers. ME has responded. Ravi can wait another couple of days.

We are also looking for a singer for the national anthem and the UCR alma mater.

We will have a student speaker and a student marshal. We also have a graduate marshal this year because the grad and undergrad ceremonies are together. Marshals lead the procession.

Usually Ravi looks at the nominations and makes a selection. He asks the candidates what they are planning to speak about. We can have a more integrated process of it is desired. ME provided detailed information on its students, and Shankar has interviewed the students.

4. Aware Sensor Systems conferences, May 11-12
Ravi has sent the faculty notifications on this. May11-12 is invitation only, and we are expecting about 75 people in image processing, video processing, networking, and other fields. ONR and NSF are sponsors. On Monday the 11th, from about 8:30 to 2, there will be a plenary session open to everyone. At that time, speakers will lay out the major issues in their respective research fields. UCR grad students are strongly encouraged to attend. We can take up to 120 people. After 2, the breakout sessions are not open. The schedule is up on the web.

We are thinking about having this conference published as an edited volume.

5. TechHorizons, May 13 (Jim, Ravi)
Jim said 17 grads, 10 undergrads, and 3 faculty already have signed up so far for the two events. We need a faculty member from each program to be a judge on the poster session – chairs are asked to identify the person to Eilene this week. Judging occurs after lunch.

Grad students have been notified by fliers, e-mail, and TV monitors.

We have 14 paid registrations. An ad appeared in the Press-Enterprise over the weekend, and one registration has come in from that. We need more UCR faculty to register.

6. Council of Advisors
Reza said there is no change in the plans. The chancellor will be unable to attend, so the provost will come instead at lunchtime.

Friday afternoon will be presentations. Saturday will be more presentations and engagement by the new VC for Advancement, who starts in July.

7. Departmental updates
Bioengineering: Jerry reported that the chair of orthopedics at Loma Linda invited a group over. Three faculty plus Linda and Reza visited. We have been trying to get involved there collaboratively for a couple of years, so it is encouraging that they invited us. They have a laboratory for artificial joints to study how they wear (really surface science). They are looking for two things. First, when we are hiring faculty for our 4-year medical school, perhaps we could hire people who would be valuable to both institutions, particularly in translational research. Second, the lab runs almost entirely on industry funds,

and they are looking for other forms of support, such as NIH. This is one of the few labs in the U.S. that does this kind of work. They have volunteered to host an open house, not only for Bioengineering but for others. Jerry will call back to set something up. We can ask them to bring together people to tell us what their problems are, so we can identify some potential joint projects. There is great potential to work with LLU's clinical people.

Also, the Howard Hughes Medical Institute has an opportunity in undergraduate education. UCR's Biomedical Sciences Division wants to go for renewal. However, there is an add-on for experiments in undergraduate education. Jerry called Neal Schiller and asked if they were going to address that, and Neal said no. Jerry put together a 1-page proposal, so we will be joining with Biomedical Sciences for this $600,000 add-on to the main proposal. The idea, from Bahman Anvari, is for student-generated interactive learning.

CSE: Department has made an offer to another faculty candidate. We are optimistic that this person will accept.

Graduate admissions are very high: 32 accepted for Ph.D. starting in fall 2009. A couple more domestic students who applied late also could be coming in. And 20 master's students have accepted. This will put heavy demand on graduate courses.

Reza commented that BCOE will meet its target, which we were concerned about.

MSE: CCJ committee meets tomorrow for another round of discussions of the MSE graduate program proposal. Alex has followed up with the committee members with personal e-mails. He provided his cell phone number to them in case they have questions during the discussion. The UCR representative has promised to inform about the outcome right away. [Note: the application was approved 5/5/09]

Master's program: Tom reported that the proposal went over and has been distributed. There is no timetable for a response. Joe Childers has been out of town; Tom will follow up with him. Reza commented that he spoke with Joe and said it might not need to be treated as a new program. Joe said he will look into that.

Tom is on UCR's WASC committee. The educational effectiveness report is due at the end of June, and it is coming together. It will be posted for faculty review this week. Reza said WASC is moving toward outcome-based assessment, like ABET requires. Tom said most departments now say they have documented processes for assessing outcomes (OATS, on-line assessment tracking system). It's probably not rigorous enough to satisfy ABET, but it could be good enough for WASC. We assume that WASC will not require anything of BCOE beyond what we already do for ABET. The site visit from WASC is in October 2009.

CE-CERT: California Intelligent Transportation Society is visiting this week, about 50 people, mostly from industry. Also this week, California Energy Commission is coming to talk about some stimulus funding available. There's lots of stimulus money in transportation and energy.

Mitch commented that there is a lot of money out there, and we're winning a lot of it. Proposal activity throughout the College is huge.

ME: Department's board of advisors meeting was last week and was reasonably well-attended (5-6 board members).Some graduating seniors made presentations, and senior and junior faculty also gave presentations. One graduate student also made a research presentation.

Combustion Institute has asked us to host the fall 2011 regional conference. Heejung Jung and Shankar will be actively involved.

SAE Mini Baja and formula car competitions are coming up.

Matt said ME students should do the Mac Short competition, which is just for Southern California SAE students.

EE: The FENA center at UCLA is up for renewal. If it is renewed, there will be six years of funding. They keep asking about matching and in-kind funds. Roger will talk to Reza and Pat about this.

U.S. News Rankings: Reza said our rankings are up overall, to 62nd. We are 35th among public universities, a great achievement considering we are only 20 years old. U.S. News surveys 350 programs. Not all respond, and only 100 get ranked. Bioengineering went from 50 to 39. EE got into the rankings for the first time. Computer Engineering was steady at 58, even though we don't have a Computer Engineering graduate program.

Research dollars per faculty at BCOE now exceed that at UC Davis. GRE scores and other measures are roughly equal with Davis. Our main problem is still size: If we had 50 more faculty, we definitely would be a top-25 school.

Next year, we will be able to show another NAE member via an adjunct faculty member in Bioengineering.

8. Graduate Education/Recruitment
Mark was absent from the meeting but provided a handout.

Reza said department chairs should get graduate advisors more involved in recruitment, and should lay out expectations for the position. Being more selective by raising the number of applications helps our rankings.

9. Undergraduate Education
On May 1, we had a meeting between UCR faculty and nearby community colleges. About 170 people attended, from as far away as Glendale, Santa Monica, Pasadena, and the Coachella Valley. Ravi says the event was a success, although we had only 5-6 BCOE professors. CNAS had about 30. One suggestion

was to make a video about BCOE, which community college faculty could share with their students. It was also suggested that we offer some engineering courses on their campuses.

We have received a 5-year NSF S-STEM scholarship grant, about $600,000. This will be a big boost to undergraduate scholarship support. Undergraduate advisors will form a committee to administer the funds.

Our May 1 undergraduate enrollment numbers are 626, up from 500 a year ago (+25%). Referrals have a May 15 deadline, but we expect no more than 125 campus-wide. Remember that last year the May 1 deadline was not enforced; by summer, it was nearing 600. We typically see 10% melt over the summer, which should leave us around 550. The ability to pay could be a greater issue this year, so we might sink into the 530s.

Ten people accepted the BS/MS option.

Computer Engineering is down, but that is because of a major surge in 2008.

Reza said UCLA, UCSD, and UCI have not met their targets. UCI is calling its waiting-list students. That could affect some of our expected students.

Transfers are up, too. The deadline for that is June.

10. Recovery Act funding (Mitch)
The federal stimulus package, officially known as the American Recovery and Reinvestment Act, has significant reporting requirements on its grants and contracts. The campus is recommending that PIs add some staff time and effort as a direct cost on projects to address the need to report on expenditures, project progress, jobs created, and jobs retained. The memo from Vice Chancellor Louis recommends that staff effort not exceed 10% of full-time equivalent for one position. The effort proposed should be aligned with the expected needs of the project, which will require quarterly reports.

Mitch said PIs, left to themselves, probably would not want to include staff funding as a direct cost. The department chairs asked Mitch to prepare a memo, and each department will discuss it and come up with an approach. Either a department-by-department standard or a College-wide standard will be developed. The standard should be applied only to projects that will be funded by the Recovery Act.

The U.S. Office of Management and Budget has not yet ruled on whether staff salary will be allowed as a direct cost. If we budget staff salary and ultimately this is disallowed, we expect that PIs will be able to reallocate funds to other direct cost categories.

UNIVERSITY OF CALIFORNIA
RIVERSIDE
BOURNS COLLEGE OF ENGINEERING

Chairs' & Center Directors' Meeting
May 4, 2009
Agenda

Engineering Building Unit II – Room 443

1.	Welcome - Request for Agenda Items from the Floor	Reza
2.	Approval of Minutes from April 20, 2009 Meeting	Pat
3.	Commencement	Reza

- Graduate Ceremonies
  - o Student speakers/marshals?

4.	Aware Sensors Systems – May 11-12	Ravi
5.	Tech Horizons – May 13	Jim/Reza

- Need 1 faculty identified from each program to serve as Poster judges (let Eilene know who will serve no later than Thursday, May 7) – votes needed no later than Wednesday, May 13 noon.
- Need chairs to remind their faculty to register

6.	Council of Advisors – June 5	Reza
7.	Departmental Updates	
8.	Graduate Education/Recruitment See handouts in packet per Mark	Mark
9.	Undergraduate Education	Ravi
10.	Closed Session Budget Discussions	Reza

The next scheduled meeting will be

Monday, May 18, 2009
Please note: Meetings will be held in EBU II – Room 443

2009 US World News Rankings

R A N K	Institution	Score	Total graduate engineering enrollment	Research expenditures per faculty member (in thousands)	2008 Engineering school research expenditures (in millions)	Average quantitative GRE score of new entrants in both master's and doctoral programs	Overall acceptance rate	Faculty membership in National Academy of Engineering
3	University of California--Berkeley	88	1,774	567.20	137.30	773	17.80%	16.90%
12	University of California--San Diego (Jacobs)	72	1,195	777.90	136.10	767	22.80%	9.90%
14	University of California--Los Angeles (Samueli)	70	1,502	622.10	92.70	765	38.60%	16.00%
18	University of California--Santa Barbara	65	712	718.60	98.40	767	20.50%	14.50%
33	University of California--Davis	54	1,093	413.60	75.70	743	29.40%	5.90%
35	University of California--Irvine (Samueli)	52	1,028	463.40	75.50	763	23.30%	5.80%
62	University of California--Riverside (Bourns)	37	436	428.60	34.70	748	28.60%	1.10%
86	University of California--Santa Cruz (Baskin)	29	341	275.70	20.40	742	34.20%	1.30%

FRESHMEN	Applicants				Admits			SIRS		
MAJOR	5/1/2009	BS + (BS+MS)	5/2/2008	Increase	5/1/2009	5/2/2008	Increase	5/2/2008	5/1/2009	Increase
Bioengineering	495		399	24%	464	363	28%	59	82	39%
Business_Informatics	65		65	0%	50	55	-9%	6	14	133%
Chemical_Engineering	303		322	-6%	339	285	19%	39	52	33%
Chemical_Engineering_BS+MS	99	402		25%	18				2	
Computer_Engineering	540		572	-6%	440	434	1%	94	82	-13%
Computer_Science	415		540	-23%	498	430	16%	75	93	24%
Computer_Science_BS+MS	245	660		22%	41				1	
Electrical_Engineering	500		433	15%	436	362	20%	56	69	23%
Environmental_Engineering	168		140	20%	227	124	83%	24	58	142%
Environmental_Engineering_BS+MS	113	281		101%	17				4	
Materials_Science_and_Engineering	318		317	0%	314	296	6%	15	20	33%
Mechanical_Engineering	773		907	-15%	934	803	16%	132	146	11%
Mechanical_Engineering_BS+MS	341	1114		23%	36				3	
TOTALS										
BS + (BS+MS)	4375		3695	18%	3814	3152	21%	500	626	25%
BS+MS Only	798				112				10	

From:	office-of-research-bounces@lists.ucr.edu on behalf of Bruce Morgan [bruce.morgan@ucr.edu]
Sent:	Friday, May 01, 2009 4:59 PM
To:	office-of-research@lists.ucr.edu
Subject:	[Office-of-research] Guidance for Budgeting Administrative Support Expenses in Proposals for ARRA Awards
Attachments:	ARRA Admin Support.doc; ATT00001.txt

Please broadly disseminate the below guidance from the Vice Chancellor for Research (which is also attached) to Principal Investigators and those individuals involved in the development of extramural proposal budgets.

OFFICE OF THE VICE CHANCELLOR FOR RESEARCH
April 29, 2009

ALL ACADEMICS & KEY ADMINISTRATORS/KEY SUPPORT STAFF

SUBJECT: American Recovery and Reinvestment Act of 2009 (ARRA)

In the coming months, due to the impact of the ARRA stimulus program, the University of California expects to receive a significant increase in sponsored research funding.

This guidance is issued in anticipation of a final determination to be made by the federal Office of Management and Budget (OMB) regarding the allowability of administrative support charges as direct costs on ARRA awards. In the event that the OMB determines that such costs cannot be charged as direct costs, the campus will comply with this determination and any administrative support personnel costs budgeted in ARRA awards may be rebudgeted for other project needs consistent with award terms and conditions, sponsor policy, UC/campus policy and applicable regulations and statutes.

Guidance for Budgeting Administrative Support Expenses in Proposals for ARRA Awards

ARRA awards will require an expanded level of reporting and administrative management in order to meet the accountability requirements for these awards. To meet the requirements, UCR proposals submitted for ARRA funds should include a direct labor allocation for departmental administrative support salaries commensurate with the level of effort required to manage the expanded financial management and reporting anticipated for these awards. Generally, the level of effort would not exceed 10% FTE. However, it may be necessary to scale the level of effort based on the size, complexity and programmatic activities associated with the project. It is also important to remember that all administrative support directly charged to ARRA awards will require quarterly effort certification.

Departmental administrative support personnel budgeted and charged to ARRA awards should be responsible for the administrative activities necessary and essential for fulfilling the reporting requirements and other special obligations associated with ARRA-funded awards (list is not exhaustive):

- Monitoring expenditures under ARRA awards to ensure that the funds are being spent timely and in accordance with the award terms and conditions.
- Coordinating the data required for reporting under ARRA by working with PIs, Sponsored Programs Administration, and Extramural Funds Accounting.
- Assisting PIs and Sponsored Programs Administration with coordinating the submission of ARRA-required administrative and financial data reporting elements.
- Any other administrative and financial tasks related to ARRA awards.

The proposal budget justification must include a rationale for requesting departmental administrative support costs in the form of administrative and/or clerical salaries. Here is sample language:

Due to the extraordinary administrative oversight and reporting activities associated with awards made under the American Recovery and Reinvestment Act, this proposal includes __% salary support for the additional administrative services required by the Act should an award be issued. Regulatory support for this request is located at OMB Circular A-21 F.6. a. (2.), which states: "Direct charging of salaries of administrative and clerical staff costs may be appropriate where administrative or clerical services required by the project are significantly greater than the routine level of such services provided by academic departments."

If you have any questions or require any additional information please contact the Contract and Grant Officer assigned to your unit.

Progam	Status	MS Res	MS NR	MS Int'l	PhD Res	PhD NR	PhD Int'l	Totals Res	Totals NR	Totals Int'l	Totals All
BIEN	Accept	1	0	0	3	0	0	4	0	0	4
	Decline	1	1	0	6	1	0	7	2	0	9
	Pending	1	0	0	0	0	0	1	0	0	1
	In Process	1	0	1	0	0	1	1	0	2	3
CEE	Accept	0	1	2	1	1	15	1	2	17	20
	Decline	1	1	0	4	3	12	5	4	12	21
	Pending	0	0	1	0	0	0	0	0	1	1
	In Process	1	0	0	0	0	1	1	0	1	2
CPSC	Accept	3	0	20	7	4	20	10	4	40	54
	Decline	3	1	14	4	5	14	7	6	28	41
	Pending	2	1	15	0	0	0	2	1	15	18
	In Process	0	0	5	1	0	1	1	0	6	7
ELEN	Accept	1	0	8	4	2	23	5	2	31	38
	Decline	5	0	4	5	1	14	10	1	18	29
	Pending	0	0	2	1	0	4	1	0	6	7
	In Process	1	0	0	0	0	3	1	0	3	4
MCEN	Accept	3	0	0	3	0	2	6	0	2	8
	Decline	0	1	0	1	0	1	1	1	1	3
	Pending	2	0	3	0	0	1	2	0	4	6
	In Process	0	1	0	0	0	0	0	1	0	1
BCOE	Accept	8	1	30	18	7	60	26	8	90	124
	Decline	10	4	18	20	10	41	30	14	59	103
	Pending	5	1	21	1	0	5	6	1	26	33
	In Process	3	1	6	1	0	6	4	1	12	17

2009-10 BCOE GRADUATE RECRUITMENT TARGETS

Dept	M.S.	Ph.D.	Total	Accepts	% of Target
BIEN	5	10	15	4	26.7%
CEE	2	18	20	20	100.0%
CSE	10	30	40	41	102.5%
EE	15	30	45	33	73.3%
ME	2	8	10	8	80.0%
Subtotal	34	96	130	106	81.5%

2009-10 CAMPUS TARGETS

College	Total	To Date	% of Target
BCOE	130	106	81.5%
CHASS	201	195	97.0%
CNAS	231	141	61.0%
DBS	4	4	100.0%
GSOE	16	41	NR
Subtotal	566	446	78.8%

Graduate Division Data as of April 29, 2009

International Students

Program	Apps			Admits			Accepts		
	2007	2008	2009	2007	2008	2009	2007	2008	2009
BIEN	16	27	28	5	8	0	4	5	0
CEE	84	85	114	26	25	30	16	11	17
CS	271	406	438	55	92	78	17	38	26
EE	277	424	428	69	78	55	23	33	27
ME	75	92	68	39	11	8	23	4	2
Total	723	1034	1076	194	214	171	83	91	72

Domestic Students

Program	Apps			Admits			Accepts		
	2007	2008	2009	2007	2008	2009	2007	2008	2009
BIEN	20	31	32	9	13	13	4	6	4
CEE	28	31	22	17	22	12	7	10	3
CS	56	46	57	25	27	31	10	17	15
EE	36	43	41	14	15	18	11	7	6
ME	21	23	20	9	5	10	5	0	6
Total	161	174	172	74	82	84	37	40	34

Total Students

Program	Apps			Admits			Accepts		
	2007	2008	2009	2007	2008	2009	2007	2008	2009
BIEN	36	58	60	14	21	13	8	11	4
CEE	112	116	136	43	47	42	23	21	20
CS	327	452	495	80	119	109	27	55	41
EE	313	467	469	83	93	73	34	40	33
ME	96	115	88	48	16	18	28	4	8
Total	884	1208	1248	268	296	255	120	131	106

Unit	Apps		Admits		Accepts		One Year Percent Change		
	2008	2009	2008	2009	2008	2009	Apps	Admits	Accepts
BCOE	1208	1248	296	255	131	106	3.3%	-13.9%	-19.1%
CHASS	1137	1260	300	336	157	195	10.8%	12.0%	24.2%
CNAS	1326	1411	308	323	126	141	6.4%	4.9%	11.9%
DBS	36	48	9	10	0	4	33.3%	11.1%	#DIV/0!
AGSM	278	393	92	102	45	29	41.4%	10.9%	-35.6%
GSOE	186	200	73	71	47	41	7.5%	-2.7%	-12.8%
Total	4171	4560	1078	1097	506	516	9.3%	1.8%	2.0%