New Faculty Orientation

Rajiv Gupta
Associate Dean, Academic Personnel
Friday, November 8, 2024

UCR Marlan and Rosemary Bourns College of Engineering

Land Acknowledgement

We would like to respectfully acknowledge our responsibility to the original and current caretakers of this land, water, and air.

The Cahuilla, Tongva, Luiseño, and Serrano peoples and all of their ancestors and descendants, past, present, and future.

Today the UCR campus is home to many Indigenous peoples from all over the world, including UCR faculty, students, and staff, and we are grateful to have the opportunity to live and work on these homelands.

Welcome, New Faculty

Yuanhong Zhu

Assistant Professor
Mechanical Engineering

Research focus: experimental tools to study fluid-structure interactions, with applications in bio-inspired propulsion and renewable energy harvesting.

Yaofa Li

Assistant Professor
Mechanical Engineering

Research focus: Fluid mechanics, thermal transport, and sustainable energy.

Shahab Vahdat

Assistant Professor
Bioengineering

Research focus: Neural circuits and neurotreatment in ischemic stroke.

Welcome, New Faculty

Electrical & Computer Engineering

Wantong Li

Assistant Professor

Research focus: Intelligent computer architectures and nanosystems.

Olivia Chen

Associate Professor

Research focus: superconductive electronics, qubit control, neuromorphic computing.

Anas Salah Eddin

Associate Teaching Professor

Research focus: Network construction and graph analysis of networks in pediatric epilepsy.

Speaker Agenda

- Graduate Education
- Undergraduate Education
- Contracts and Grants
- Finance and Business Operations
- Marketing and Communications
- Computing and Technical Support
- Academic Personnel
- Q & A
- Panelist Session + Lunch

UCR Marlan and Rosemary Bourns College of Engineering

Goal: Get Connected to BCOE

- Meet colleagues who can facilitate your success
- Learn how their group can help you succeed
- Know who is in each group and what their role is
- Get tidbits of advice to make things as easy as possible

UCR Marlan and Rosemary Bourns College of Engineering

Departments & Programs

- Bioengineering — 20
- Chemical and Environmental Engineering — 20
- Computer Science and Engineering — 43
- Electrical and Computer Engineering — 35
- Mechanical Engineering — 31

- Computer Engineering
- Materials Science and Engineering
- Data Science
- Robotics

BS Programs ABET Accredited through Sept. 30, 2025

UCR Marlan and Rosemary Bourns College of Engineering

Research Centers & Facilities

- Center for Environmental Research and Technology (CE-CERT)
- Winston Chung Global Energy Center (WCGEC)
- Center for Robotics and Intelligent Systems (CRIS)
- Center for Ubiquitous Communication by Light (UC-LIGHT)
- Center for Networked Configurable Command, Control and Communications for Rapid Situational Awareness
- Center for Industrial Biotechnology (CIB)
- Center for Advanced Neuroimaging (UCR-CAN)
- Center for Research and Education in Cyber Security and Privacy (CRESP)
- Energy, Economics, and Environment Research Center (E3)
- Center of Innovative Materials for Energy and Environment (UC-KIMS)

Distinguished Faculty

75+

Fellows of Professional Societies

57

NSF CAREER Awards Since 1997

16

Endowed Professorships

2024 NSF CAREER Award Winners

Ioannis Karamouzas,
Assistant Professor
Computer Science

Elaheh Sadredini,
Assistant Professor
Computer Science

Yan Gu,
Assistant Professor
Computer Science

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2024 NSF CAREER Award Winners

Jun Sheng,

Assistant Professor

Mechanical Engineering

Ran Cheng,

Assistant Professor

Electrical & Computer Engineering

Juhong Chen,

Assistant Professor

Bioengineering

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Major Awards by Junior Faculty

$1.77M
Kevin Freedman,
Assistant Professor

$1.47M
Jonathon Realmuto,
Assistant Professor

$1.37M
Tingting Xiang,
Assistant Professor

$385K
Mingxun Wang,
Assistant Professor

$1.83M
Ke Du,
Assistant Professor

$3M
Kaveh Laksari,
Assistant Professor

UCR Marlan and Rosemary Bourns College of Engineering

BCOE Rankings

A UNIVERSITY AND COLLEGE ON THE RISE

Top 50

U.S. public research engineering colleges
U.S. News & World Report, 2024

No. 3

Hispanic STEM graduates in the nation
National Science Foundation, 2023

No. 28

Computer Science Institution
U.S. csrankings.org, 2024

BEST RETURN ON INVESTMENT

Top 40

Best Engineering Schools by Salary Potential
Payscale.com, 2023

No. 6

Public Universities Making an Impact
Princeton Review, 2024

5 Stars

Quality education, affordability & outcomes
Money Magazine's Best Colleges, 2024

[Facts & Rankings | Marlan and Rosemary Bourns College of Engineering (ucr.edu)]

UCR Marlan and Rosemary Bourns College of Engineering

UCR is on the Rise

UC Riverside is a new member of the **Association of American Universities**

Association of American Universities

Inquiry · Innovation · Impact

UCR University Extension Professional Studies

Welcome to BCOE!

BCOE Research and Graduate Education

Matthew Barth
Associate Dean, Research and Graduate Education

UCR Marlan and Rosemary Bourns College of Engineering

Graduate Students are the engine of University Research

Graduate Program Contacts:

- **Department Chairs:**
  - Always willing to help
  - Often very busy
- **(Faculty) Graduate Advisors:**
  - Typically one advisor for admissions, one advisor for enrolled students; some departments have a single person for both
  - Work with chairs, college, and graduate division
- **Staff Advisors:**
  - In the trenches, they know all the graduate student operational details
  - Excellent first place to start

Note that grad students are unionized, we need to follow specific procedures

UCR Marlan and Rosemary Bourns College of Engineering

Graduate Faculty and Staff Advisors (2024)

Program	Faculty for Admissions	Faculty for enrolled students	Staff Advisor
BioEngineering	Iman Noshadi	Hyle Park	Manuel A Perez
Chemical & Environ. Eng.	Georgios Karavalakis	Yujie Men	Adrienne Thomas
Computer Science & Eng.	Marek Chrobak	Marek Chrobak	Vanda Yamaguchi
Computer Engineering	Daniel Wong	Daniel Wong	Eva Valencia
Electrical and Computer Eng.	Nanpeng Yu	Nanpeng Yu	Paul Talavera
Mechanical Engr.	Bhargav Rallabandi	Chen Li	Joaquin Barraza
Materials Science & Eng.	Ruoxue Yan	Richard Wilson	Genevieve Vasquez
Robotics	Fabio Pasqualetti	Fabio Pasqualetti	Paul Talavera
Computational Data Science	Vassilis Tsotras	Vassilis Tsotras	Vanda Yamaguchi

UCR Marlan and Rosemary Bourns College of Engineering

Graduate Student Recruitment Timeline

- **Application Deadlines:** (see https://graduate.ucr.edu/deadlines)
  - January 5th for offers with financial aid
  - June 1st for domestic students (admission only)
  - June 1st for international applications (admission only)
- **Applications arrive centrally, sent to the departments**
  - Departments usually have spreadsheet of applicants
  - Departments admit/reject, college then approves applications
- **Grad Student (with fellowships):**
  - Acceptance Deadline: ~April 15th
  - Grad students without fellowships: we are flexible with acceptance

Note that some independent grad students may be available right away

UCR Marlan and Rosemary Bourns College of Engineering

Financial Aid for Ph.D. Admits

- 1st two quarters are covered by campus fellowship
  - Faculty don't incur costs in the first year (grad division, BCoE, TA)
  - Fellowship details are tailored by departments, depending on qualifications
  - These fellowships can sometimes be used as grant cost share
  - In 2025, there will be fellowship allocation limits for each department (due to budget limitations)
- TA-ship
  - TA-ships are available to grad students on a quarter-by-quarter basis
  - Often these are part of the grad student offers
  - Talk to the graduate staff advisors if you want your student to have a TA-ship
  - In 2025, TA-ships will be limited due to budget limitations
- Other Fellowship Opportunity exist
  - Grad division, BCoE, departments, external

UCR Marlan and Rosemary Bourns College of Engineering

Research Proposals & Funding

- **Proposal Submission Process (Pre-Award)**
  - College office provides support (BCOE C&G office):
  - Huguette Albrecht halbrecht@engr.ucr.edu
  - Brandon Reese breese@engr.ucr.edu
  - Aimee Anaya aanaya@engr.ucr.edu
  - CE-CERT and WCGEC: Lucila Rojo lrojo@cert.ucr.edu ; Sara Connor sconnor@cert.ucr.edu
  - For large, multiple investigator grant proposals: Benjamin Stewart bstewart@ucr.edu
- **Office of Research and Economic Development (RED)**
  - This office is solely authorized to submit and accept proposals/awards
  - Tech Transfer Office
  - Non-Disclosure Agreements (NDAs)
- **Post-Award:**
  - Post-award administration is handled by your department's administrative cluster
  - Expenditure tracking
  - Staffing, payroll, travel, contract/grant reports, etc.

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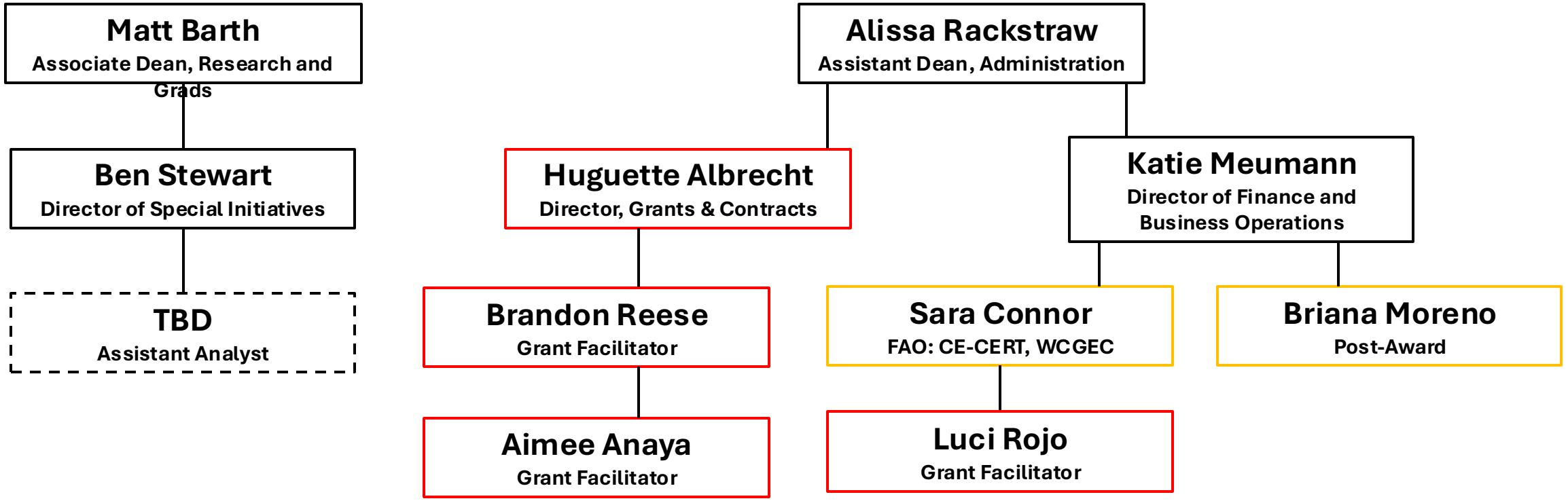
Pre-Award Organizational Structure



Primary Proposal Preparation

Secondary Proposal Preparation

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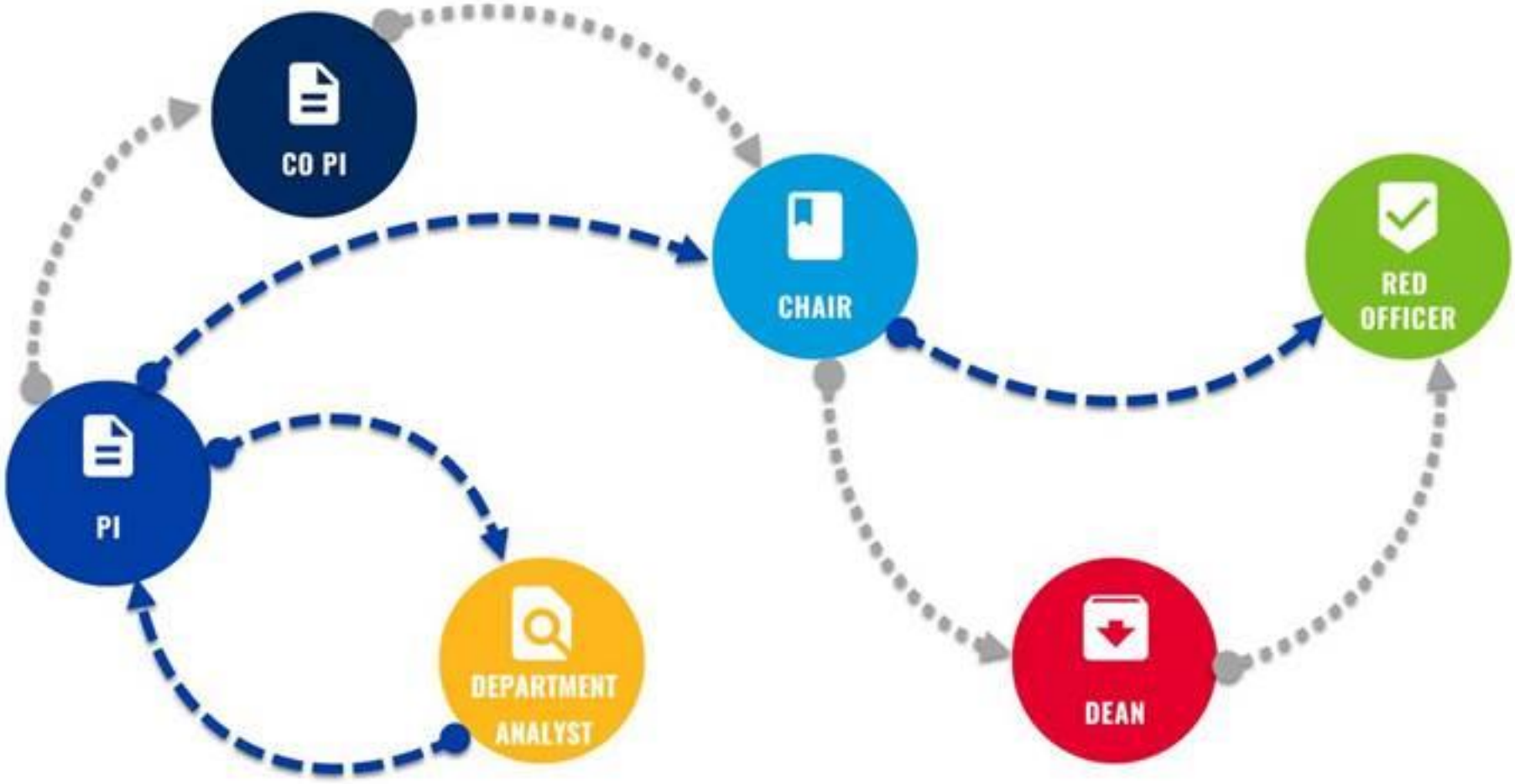
Research Proposals Process



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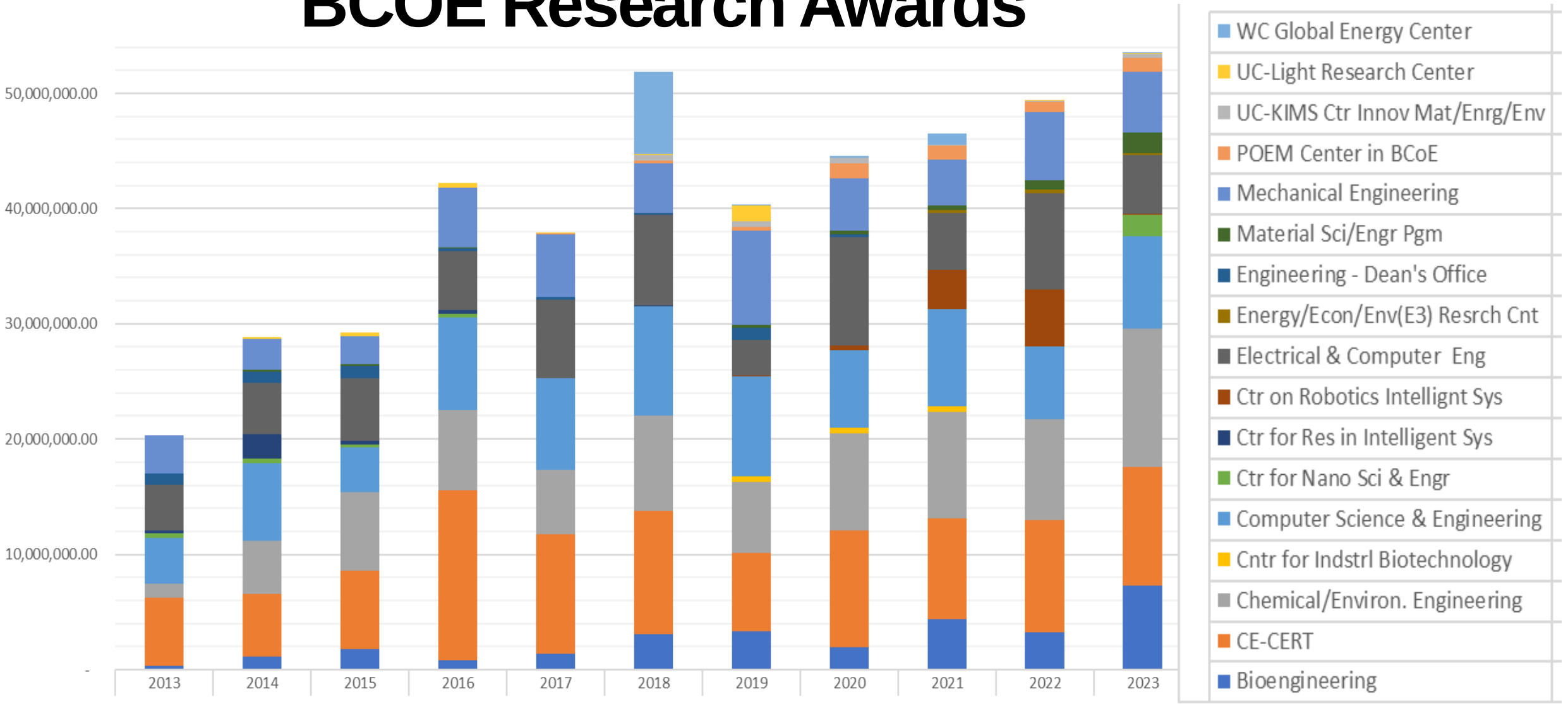
Cost Share

- BCoE has detailed cost share policies and procedures
  - Please share this with investigators that want to do cost-share
- All cost share letter requests need to get associate dean signature
- Cost share is tracked per investigator

PI-by-Exception

- BCoE allows PI-by-exceptions
- Each proposed project needs to be approved by associate dean

BCOE Research Awards



UCR Marlan and Rosemary Bourns College of Engineering

BCOE Research Centers

(all shapes and sizes)

- Center for Environmental Research and Technology (CE-CERT)
- Center for Industrial Biotechnology (CIB)
- Center for Networked Configurable Command, Control and Communications for Rapid Situational Awareness (NC4)
- Center for Robotics and Intelligent Systems (CRIS)
- Center for Research and Education in Cyber Security and Privacy (CRESP)
- Center for Ubiquitous Communication by Light (UC-LIGHT)
- Energy, Economics, and Environment Research Center (E3)
- Center for Data Science (CDS)
- Winston Chung Global Energy Center (WCGEC)
- Center of Innovative Materials for Energy and Environment (UC-KIMS)
- Center for Superconductive Quantum Electronics (CSQE)

Why Centers?: Resources, facilities, collaboration, name recognition, bigger awards, etc.

UCR Marlan and Rosemary Bourns College of Engineering

Matthew Barth

Associate Dean, Research and Graduate Education

barth@ucr.edu

951-827-2992

WCH 454

CE-CERT 121

UCR Marlan and Rosemary Bourns College of Engineering

Welcome to the

Marlan and Rosemary Bourns College of Engineering!

We Engineer Excellence

Welcome New Faculty

Huinan Hannah Liu

Professor of Bioengineering, the Stem Cell Center, and the Materials Science and Engineering

Associate Dean of Student Academic Affairs

UCR Marlan and Rosemary Bourns College of Engineering

Advising (OSAA team)

Petitions
Learning community
Graduation planning
Support students

Office of Student Academic Advising (OSAA) Team

Roderick Smith
Director

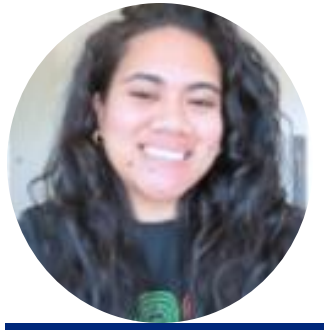
Terri Phonharath
Asst. Director, DTSE

Oswaldo Osuna
Enrollment

Kimberly Wolf
Curriculum Planner

Vicente Velazquez-Gamboa
Enrollment

Malcolm Manuel
Mechanical Eng. & MSE



Maletina Lolesio
Mechanical Eng.

Michael Cruz
Comp Sci, CSBA, Compt. Engr

Desmond Harvey
Chemical & Environmental Engineering

Rachel Segura
Comp Sci, CSBA, Compt. Engr

Cindy Aguilar
Bioengineering

Joceyln Catano
Comp Sci, CSBA, Compt. Engr

Grecia Alfaro
Comp Sci, CSBA, Compt. Engr

Thomas McGraw
Electrical Engineering

Office of Student Academic Affairs

MISSION – acting on behalf of the BCOE and its departments, the advising office *supports engineering students in achieving their full academic potential* by providing guidance and services which enhance students academic development.

The first line of contact regarding academic concerns and opportunities!!!

REFER STUDENTS TO BCOE OFFICE OF STUDENT ACADEMIC AFFAIRS ON ALL ACADEMIC AND ENROLLMENT CONCERNS!!!!!

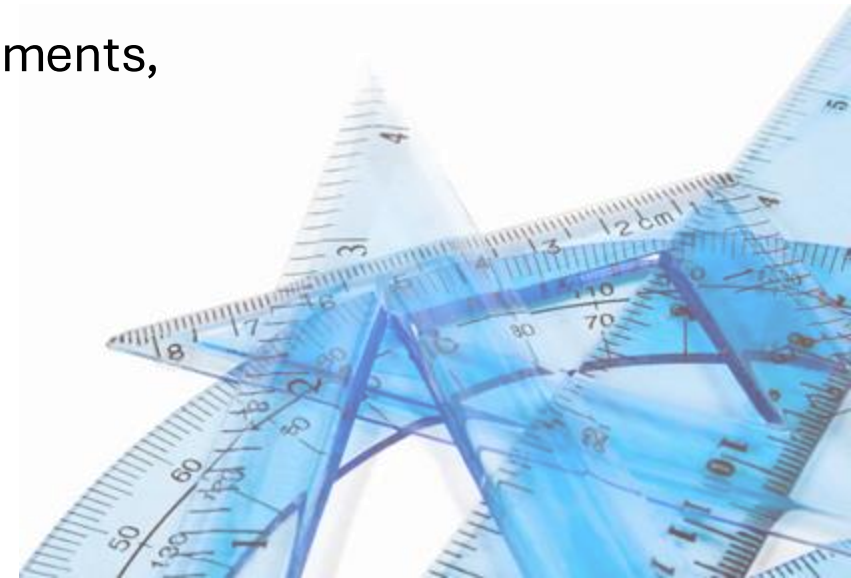
Short list of what we do ….

Advise and Mentor

We advise and mentor students on academic matters, support their success, academic and personal growth. We are generally the first line of contact regarding academic concerns.

Enforce Policy

Uphold academic policies of the university, BCOE, and its departments, explain policies, communicate options to students.



Things we do to support Departments and Faculty ….

Course Scheduling--Working with the Chairs, we develop the course schedule for all undergraduate programs.

Enrollment Management--We monitor enrollment ensuring compliance with policy; we manage concurrent enrollment, and all forms of adding and withdrawing from courses.

Working together… We Engineer Excellence

Student Success Support

BCOE Transfer Center
Engineering Career Development
Undergrad Research and Internships

Guadalupe Ruiz
Director of Student Success Center & Professional Development

Fernanda Rojas
Professional Development Coordinator, Student Orgs.

Mai Temraz
Student Success Coordinator, Undergrad Research Programs

- Resume & Interview Skill Workshops
- Career Info Session featuring Engineering Companies
- Job Searching Techniques Workshop
- Guest Speakers Panel
- Visits & Tours at Engineering Companies
- Graduate & Professional School Info Sessions
- FE/EIT/PE Training & Info Sessions
- STEM & Engineering / Technical Career Fairs
- And More!

https://transfer.engr.ucr.edu/- Engineering Transfer Student Center
Students Orgs - https://bcoelc.com/organizations

UCR Marlan and Rosemary Bourns College of Engineering

Our Students
Impact Factor vs. Impact

Always keep in mind:

- you are a role model
- you are a mentor
- likely the first person with advanced degrees that they interact
- you can make a difference in many lives

UCR Marlan and Rosemary Bourns College of Engineering

Undergraduate Research – Invaluable for student.

What is there for you?

At the very least:

- needed assistance in the lab
- possible verified graduate student
- publications, visibility

UCR Marlan and Rosemary Bourns College of Engineering

Undergraduate Research Programs

- NSF MacREU (e.g. MSE, ECE)
- NIH B2B
- NIH B2D
- NIH MARC U-STAR
- UC LEADS/MSRIP
- CAMP
- RISE
- CIRM RAMP & STRIDE
- HSI Summer Bridge
- UC-Mexico Program
- Medical Scholars Research Program
- Mini-grant for Undergraduate Researchers
- Chancellor's Research Fellowship
- **NSF STEM Scholars**

UCR Marlan and Rosemary Bourns College of Engineering

Undergraduate Research – Invaluable for student.

What is there for BCOE?

Our recruitment tool: freshmen, transfer, GPP, international - what makes us different in their eyes.

UCR Marlan and Rosemary Bourns College of Engineering

Involvement (Service)

With university: Undergraduate Journal, Mini Grants, Undergraduate Research Symposium, major scholarship application preparation (Fulbright, Goldwater,…)

With community: RUSD Science Fair – (mentoring, judging, presenting), MS/HS Science Project Mentoring, MS/HS Teachers in the lab… - very valuable activities and connections for your grants

Outreach & Pathway Team: MESA Program

Carlos Gonzalez
Director

Vanessa Guzman
MESA Program Coordinator

Ruth Arriaga
BCOE Outreach Coordinator

MESA California Contact Information

https://ucrmesa.weebly.com/
(participant site)

https://mesa.engr.ucr.edu/

https://mesa.ucop.edu
(statewide program site)

Director: Carlos Gonzalez carlosg@engr.ucr.edu

Mission Statement (MESA California)

"MESA enables educationally disadvantaged students to prepare for and graduate from a four-year college or university with a math-based degree in areas such as engineering, the sciences, computer science, and mathematics…

- Our Outreach/Connection with Local Schools
- (K-12 schools and community colleges)
- Engaging and enriching STEM opportunities for our region's underserved students…
- Serve 30+ Schools in Inland Empire (Riverside and SB county)
- Collaborate with other pre-college campus outreach units: Trio, Upward Bound, SOM pathway

MESA
Math · Engineering · Science Achievement

Thank You

America's Fastest Rising Ranked University

@UCRBCOE | #UCRBCOE

UC RIVERSIDE

QUESTIONS?
UCR
CELEBRATING 30 YEARS
Marlan and Rosemary Bourns
College of Engineering

The BCOE Contracts and Grants Office (C&G Office)

Brandon Reese, Grant Facilitator

November 8, 2024

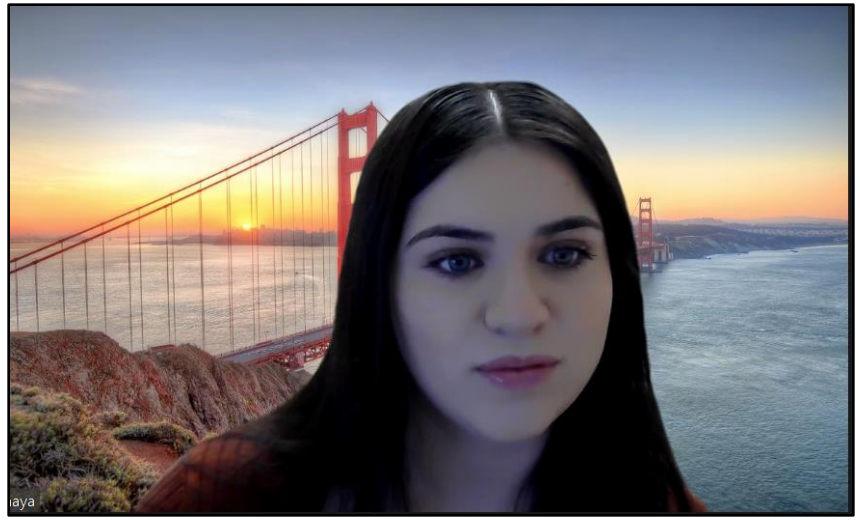
UCR Marlan and Rosemary Bourns College of Engineering

The BCOE C&G Office: your shop for anything pre-award

The team

Huguette Albrecht
halbrecht@engr.ucr.edu

Brandon Reese
breese@engr.ucr.edu



Aimee Anaya
aanaya@engr.ucr.edu

Presentation Overview

1. Terminology and acronyms
2. What we do
3. Kuali Research
4. Timeline for submission of proposals to RED
5. Proposal preparation summary

Some terminology and acronyms that are commonly used in pre- and post-award contexts

RED: Research and Economic Development Office

SPA: Sponsored Programs Administration

SPO: Sponsored Programs Office

KUALI Research: Campus proposal submission tracking and Approval system

AOR: Authorized Organizational Representative

Sponsor: The entity providing the funds

Prime: Project lead (prime applicant) or sponsor lead (prime sponsor)

DC: Direct costs (what goes to you)

IDC: Indirect costs (what goes to the institution), or F&A: Facilities and Administrative costs, or Overheads

What we do (1)

We work on anything related to pre-award, including:

- Advertise funding opportunities relevant to BCOE faculty
- Provide advice on building a funding portfolio
- Discuss potential submissions with you
- Assist with preparing proposals
- Submit proposals to RED (tracked via KUALI)
- Pre-award budget revisions and just in time (JIT) documents preparation

What we do (2)

Help with preparing proposals includes:

Always:

- Read the solicitations
- Develop budgets and budget justifications
- Collect all the proposal documents and upload them to the submission portals
    - NSF: Research.gov (you create the proposal and give us access)
    - Other Funding Agencies: Grants.gov (Cayuse)
    - PI submits after having received approval from RED
- Review the proposal components for compliance
- Prepare KUALI boards for proposal submissions to RED

Sometimes (proposal type and time):

- Provide proposal checklists and/or project description outlines and templates
- Perform technical editing

KUALI Research

UC Riverside uses KUALI Research to track all the activities related to external funding.

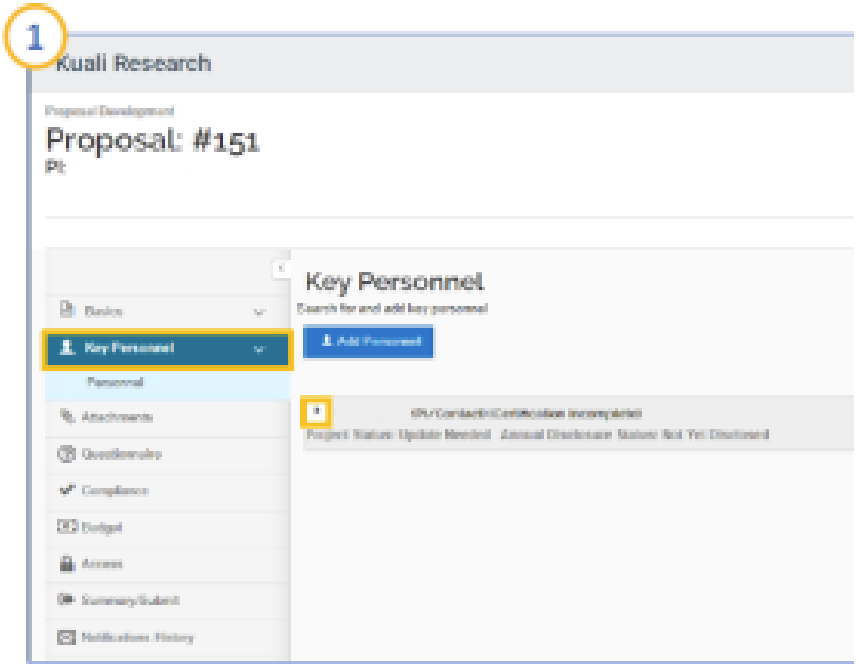
When you apply for funds via UC Riverside, The Regents of the University of California are usually the applicants and therefore the award recipient.

When is a KUALI board needed?

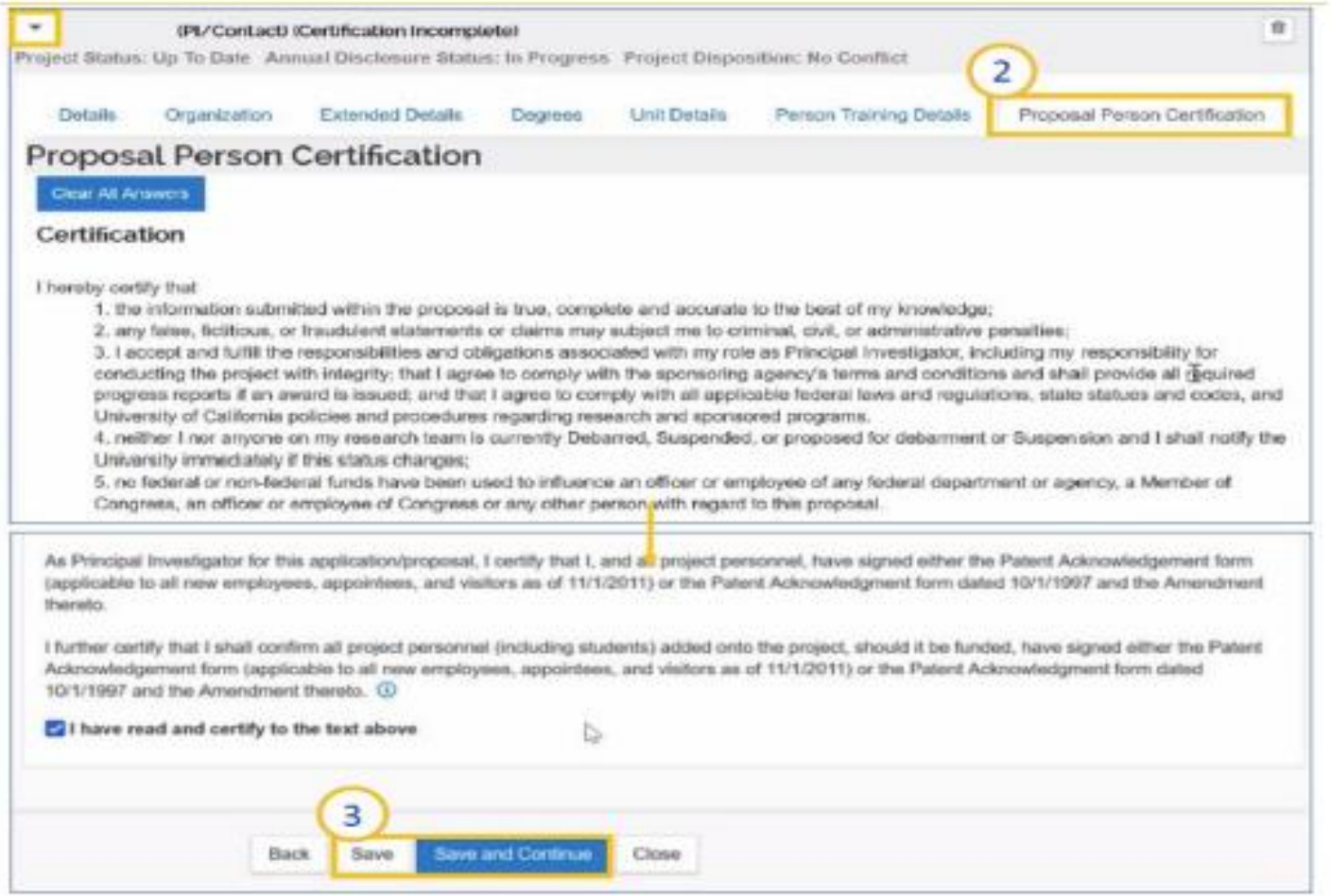
- Whenever RED is involved
- All proposals except when they’re internal to UC Riverside
- Pre-proposals and white papers that have to be submitted via RED

Approving a KUALI board

Step 1–Navigate to the **Key Personnel** tab, then click the arrow (next to the PI's name) to point downward.

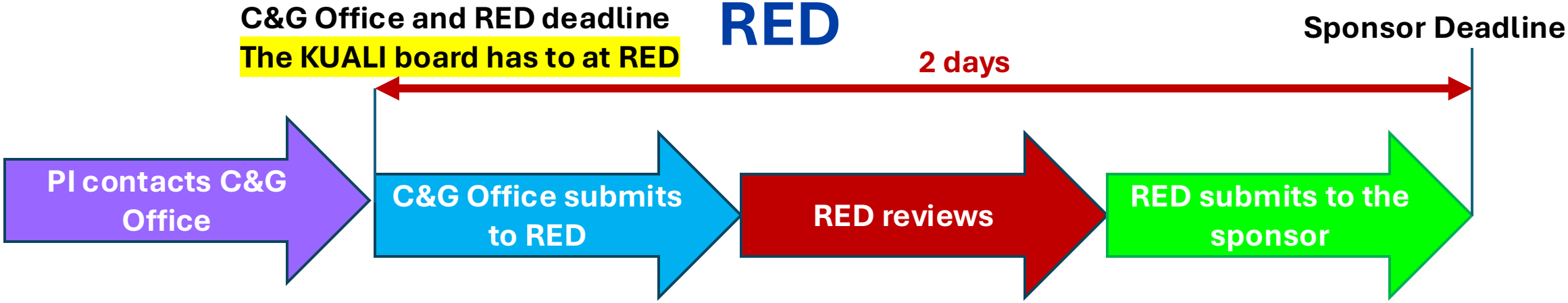


Step 2–Click the **Proposal Person Certification** tab and complete the required questions.



Step 3: Under Summary/Submit, click approve to route the proposal forward

Timeline for preparation and submission of proposals to RED



PI notifies C&G Office at least 2 weeks ahead of the submission to the sponsor deadline. For proposals with subawards, at least 4 weeks notice is needed.

C&G Office submits final proposal documents to RED 2 days before the submission to the sponsor deadline

AOR at RED reviews the proposal and requests changes if needed

Exception to the RED 2-day rule

When a proposal isn't ready on time for the RED review, the PI has to send an email to his AOR to request more time and explain why the extra time is needed.

AORs are assigned by departments

Bioengineering: Tim LeFort

CEE: Victoria Sissac

CSE: Victoria Sissac

ECE: Tim Wolfe

ME: Victoria Van Mouwerik

MSE: Tim Wolfe

Grant preparation process summary (1)

For all proposals

- You notify us at least 2 weeks ahead of the sponsor deadline, or more depending on the type of proposal, and share the solicitation with us

- To get started, you provide the project title, performance period (start and end dates), and budget specifications to us
(Equipment is any equipment with a value of $5,000 and above with at least 1 year lifetime)

- You email us your documents

Grant preparation process summary (2)

For NSF proposals

- You create the proposal in Research.gov and give us access by going to:
  - → Manage personnel and subaward organizations
  - → Manage Personnel
    Add Other Authorized User
- You share the proposal with an AOR when the proposal is final and ready for submission by going to:
  - → Proposal – ID
    Proposal details

Wishing you success with securing funding!

?

Finance and Business Operations

New Faculty Orientation
November 8, 2023

UCR Marlan and Rosemary Bourns College of Engineering

Meet the Team

Dean's Office

Alissa Rackstraw
Assistant Dean/CFAO, Finance and Administration

Katie Meumann
Director, Financial and Business Operations

Department Financial & Administrative Officers (FAO)

Robert Godoy
Bioengineering &
Chemical/Environmental Engineering

Nicole Kramer
Electrical and Computer Engineering &
CRIS, E3, & CSQE

Grace Caslavka
Computer Science and Engineering &
Computer Engineering Program

Robert Godoy
Mechanical Engineering, Material Science & Engineering & Masters Online

Finance and Administration

- **Financial and Budgetary Support**
- **Post Award Administration**
- **Purchasing/Procurement**
- **Faculty Reimbursements**
- **Travel Administration**
- **Payroll/Personnel Actions**

For financial and administrative applications (Concur, Kuali, UCPath, etc.), visit the Rspace portal: rspaceportal.ucr.edu

Each unit has specific members of the team who handle purchasing, travel, payroll, reporting, etc.
These team members our part of BECCEMM administrative cluster and CSE/CEN team and they work together to support all of these areas.

Important Reminders

Initial Complement Funds/Start-Up Package

- Managed by Dean's Office; reports come from your unit
- 6 years to spend
- Regular reporting (review and approve)

Internal Allocation Accounts

- Managed by Dean's Office; reports come from your unit
- Established once you have faculty designated funds
  - Academic Year Faculty Salary Savings Allocations
  - Funds for BCOE Appointments including Chairs/Directors and Associate Deans
  - Allocations for Indirect Cost for Indirect Cost Return
  - Allocations for MSOL Incentives

Financial and Business Processes (Travel, Purchasing, Reimbursements, etc.)

- Managed at the department level
- Schedule time to meet with Financial and Administrative Officer to understand UCR policies and procedures

Post Award Administration

- Managed at the department level
- Schedule time to meet with Contract and Grant Analyst to understand the process
- For complex or escalated issues, contact Katie Meumann in the Dean's Office

Suggestions to Consider

01 Meet with your departmental staff to become familiar with UCR policies and procedures.

02 Don’t hesitate to ask questions or raise concerns.

03 Be proactive with the administration of your financial resources.

04 Plan ahead and solicit support when needed, especially for travel and event. Remember purchases need lead time.

Contacts

| Contract & Grants/Finance | Purchasing/Travel/Events/Meetings | Payroll/Personnel | Grad Student

Department	Tasks	Responsible Staff	Email Address	Primary Back-up Staff
BIEN	Contracts & Grants, Finance	Karina Gallegos	BIENGrants@engr.ucr.edu	Kevin Schulte, Robert Godoy
CEE	Contracts & Grants, Finance	James Martinez	CEEGrants@engr.ucr.edu	Kevin Schulte, Robert Godoy
ECE	Contracts & Grants, Finance	Laura Schulte	ECEGrants@ece.ucr.edu	Nicole Kramer, Robert Godoy
ME	Contracts & Grants, Finance	Julie Garcia	MEGrants@engr.ucr.edu	Kevin Schulte, Robert Godoy
MSE	Contracts & Grants, Finance	Karina Gallegos	MSEGrants@engr.ucr.edu	Kevin Schulte, Robert Godoy
BIEN	Events, Business Meetings, Facilties, Exam printing	Denise Lua	BIENAdmin@engr.ucr.edu	Kate Seo, Joana Godoy
CEE	Events, Business Meetings, Facilties, Exam printing	Denise Lua	CEEAdmin@engr.ucr.edu	Kate Seo, Joana Godoy
ECE	Events, Business Meetings, Facilties, Exam printing	Kaiszia Catchings	ECEAdmin@engr.ucr.edu	Joana Godoy, Nicole Kramer
ME	Events, Business Meetings, Facilties, Exam printing	Kaiszia Catchings	MEAdmin@engr.ucr.edu	Joana Godoy, Nicole Kramer
MSE	Events, Business Meetings, Facilties, Exam printing	Kaiszia Catchings	MEAdmin@engr.ucr.edu	Joana Godoy, Nicole Kramer
BIEN	Travel planning and reimbursements	Kate Seo	BIENAdmin@engr.ucr.edu	Sandra Cuevas, Joana Godoy
CEE	Travel planning and reimbursements	Kate Seo	CEEAdmin@engr.ucr.edu	Sandra Cuevas, Joana Godoy
ECE	Travel planning and reimbursements	Sandra Cuevas	ECEAdmin@engr.ucr.edu	Joana Godoy, Nicole Kramer
ME	Travel planning and reimbursements	Sandra Cuevas	MEAdmin@engr.ucr.edu	Kate Seo, Joana Godoy
MSE	Travel planning and reimbursements	Sandra Cuevas	MEAdmin@engr.ucr.edu	Kate Seo, Joana Godoy
BIEN	Grad Affairs	Vacant	Adrienne@engr.ucr.edu	Adrienne Thomas, Grad Affairs Team
CEE	Grad Affairs	Adrienne Thomas	Adrienne@engr.ucr.edu	Genevieve Vasquez, Grad Affairs Team
ECE	Grad Affairs	Paul Talavera	ECEGradOffice@ece.ucr.edu	Adrienne Thomas, Mario Castro, Nicole Kramer
ME	Grad Affairs	Joaquin Barraza	jbarraza@engr.ucr.edu	Adrienne Thomas, Grad Affairs Team
MSE	Grad Affairs	Genevieve Vasquez	gvasquez@engr.ucr.edu	Adrienne Thomas, Grad Affairs Team
MSOL	Grad Affairs (and all for MSOL)	Kim Love	klove@engr.ucr.edu	Payroll Team, Grad Team, Robert Godoy
BIEN	Personnel, Payroll, Hiring	Trudi Loder	BIENPayroll@engr.ucr.edu	Nicole Kramer, Payroll Team
CEE	Personnel, Payroll, Hiring	Trudi Loder	CEEPayroll@engr.ucr.edu	Nicole Kramer, Payroll Team
ECE	Personnel, Payroll, Hiring	Cory Randle	ECEPersonnel@ece.ucr.edu	Nicole Kramer
ME	Personnel, Payroll, Hiring	Mari Godoy	MEPayroll@engr.ucr.edu	Nicole Kramer, Payroll Team
MSE	Personnel, Payroll, Hiring	Mari Godoy	MSEPayroll@engr.ucr.edu	Nicole Kramer, Payroll Team
BIEN	Purchasing, Purchase reimbursements, Relocations	Deanna Vorhees	BIENPurchasing@engr.ucr.edu	Eva Barriga, Joana Godoy
CEE	Purchasing, Purchase reimbursements, Relocations	Deanna Vorhees	CEEPurchasing@engr.ucr.edu	Eva Barriga, Joana Godoy
ECE	Purchasing, Purchase reimbursements, Relocations	Eva Barriga	ECEPurchasing@ece.ucr.edu	Joana Godoy, Nicole Kramer
ME	Purchasing, Purchase reimbursements, Relocations	Eva Barriga	MEPurchasing@engr.ucr.edu	Deanna Vorhees, Joana Godoy
MSE	Purchasing, Purchase reimbursements, Relocations	Eva Barriga	MSEPurchasing@engr.ucr.edu	Deanna Vorhees, Joana Godoy

Questions?

Contact | Dean's Office Financial Staff

Alissa Rackstraw | 951.827.6417 | Alissa.rackstraw@ucr.edu

Katie Meumann | 951.827.2995 | katie.meumann@ucr.edu

UCR Marlan and Rosemary Bourns College of Engineering

New Faculty Orientation Fall 2024

Marketing & Communications

Cristina Sanford, Ed.D.
November 8, 2024

UCR Marlan and Rosemary Bourns College of Engineering

Overview

- Introduction to the Department
- Our Approach to Marketing
- Objective Alignment
- Where We Spend Our Time
- Working Together: How You Can Get Involved
- Contact and Resources
- Q&A

UCR Marlan and Rosemary Bourns College of Engineering

Department Introduction

Marketing & Communications

Cristina Sanford, Ed.D.
Assistant Dean, Strategic Initiatives & Marketing

Roberto Hernandez
Marketing Director

Megan Tomasik
Digital Communications Manager

Hannah Tomlinson
Events Manager

UCR Marlan and Rosemary Bourns College of Engineering

Integrated Marketing & Communications

Website

Optimize and remediate the College's website to reflect BCOE's reputation and improve navigation, searchability, and conversion rate.

Digital Marketing

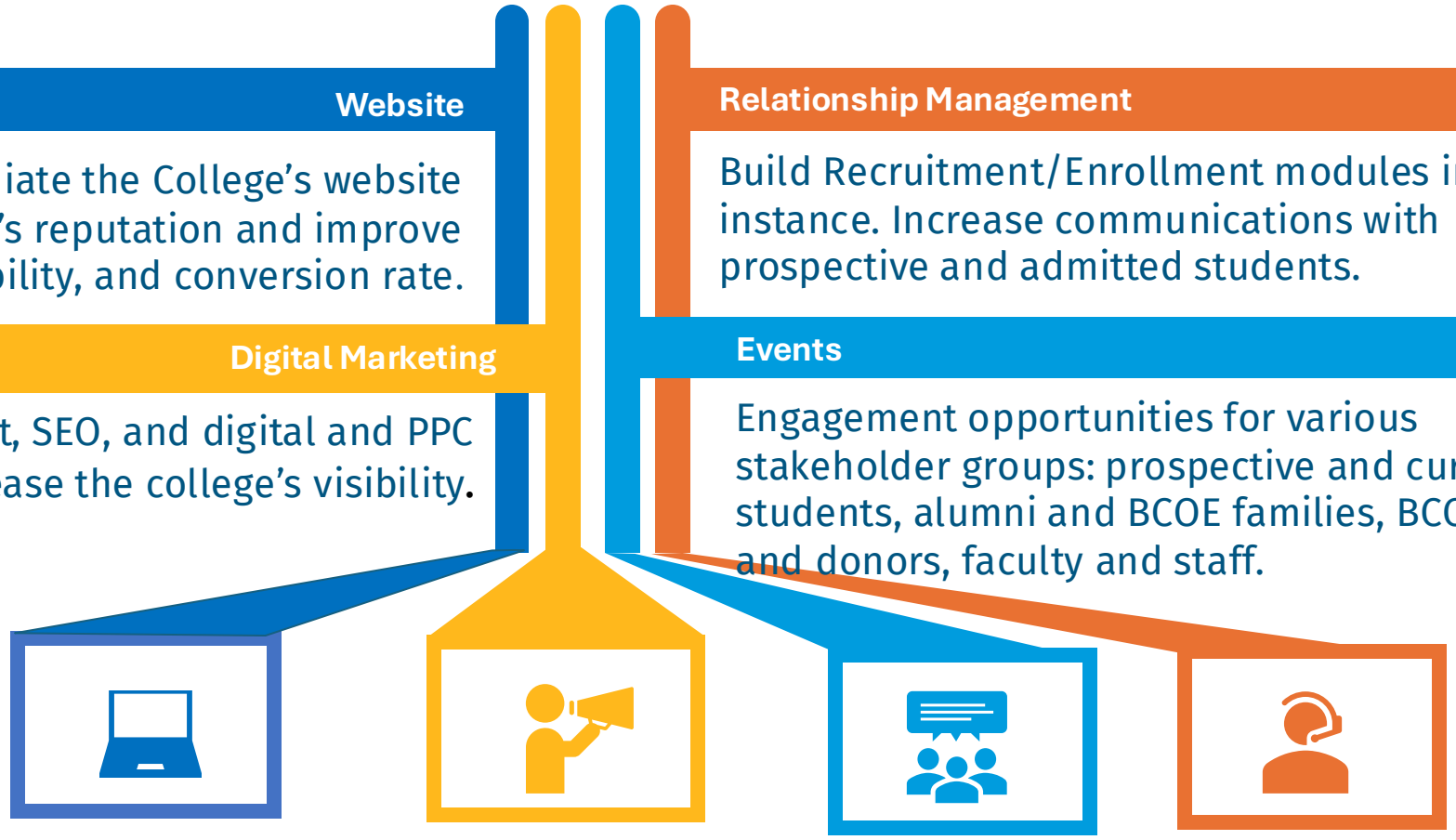
Leverage Content, SEO, and digital and PPC advertising to increase the college's visibility.

Relationship Management

Build Recruitment/Enrollment modules in Slate instance. Increase communications with prospective and admitted students.

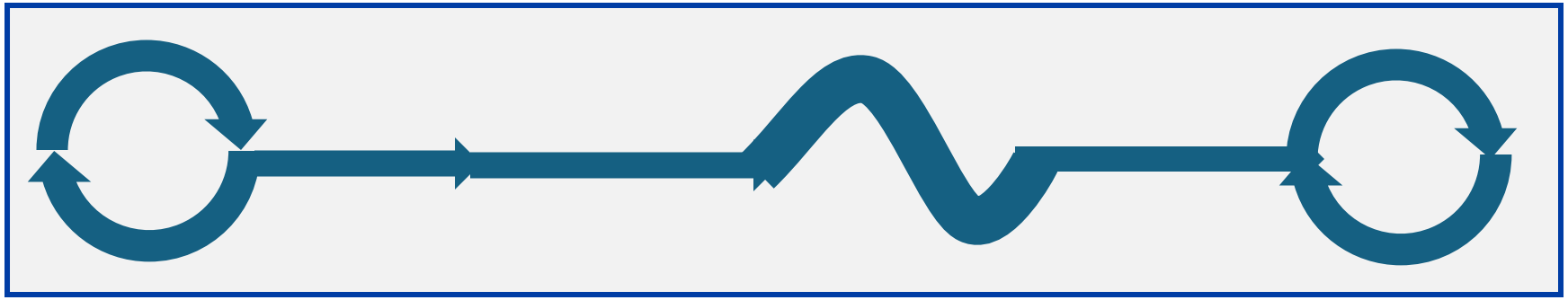
Events

Engagement opportunities for various stakeholder groups: prospective and current students, alumni and BCOE families, BCOE VIPs and donors, faculty and staff.



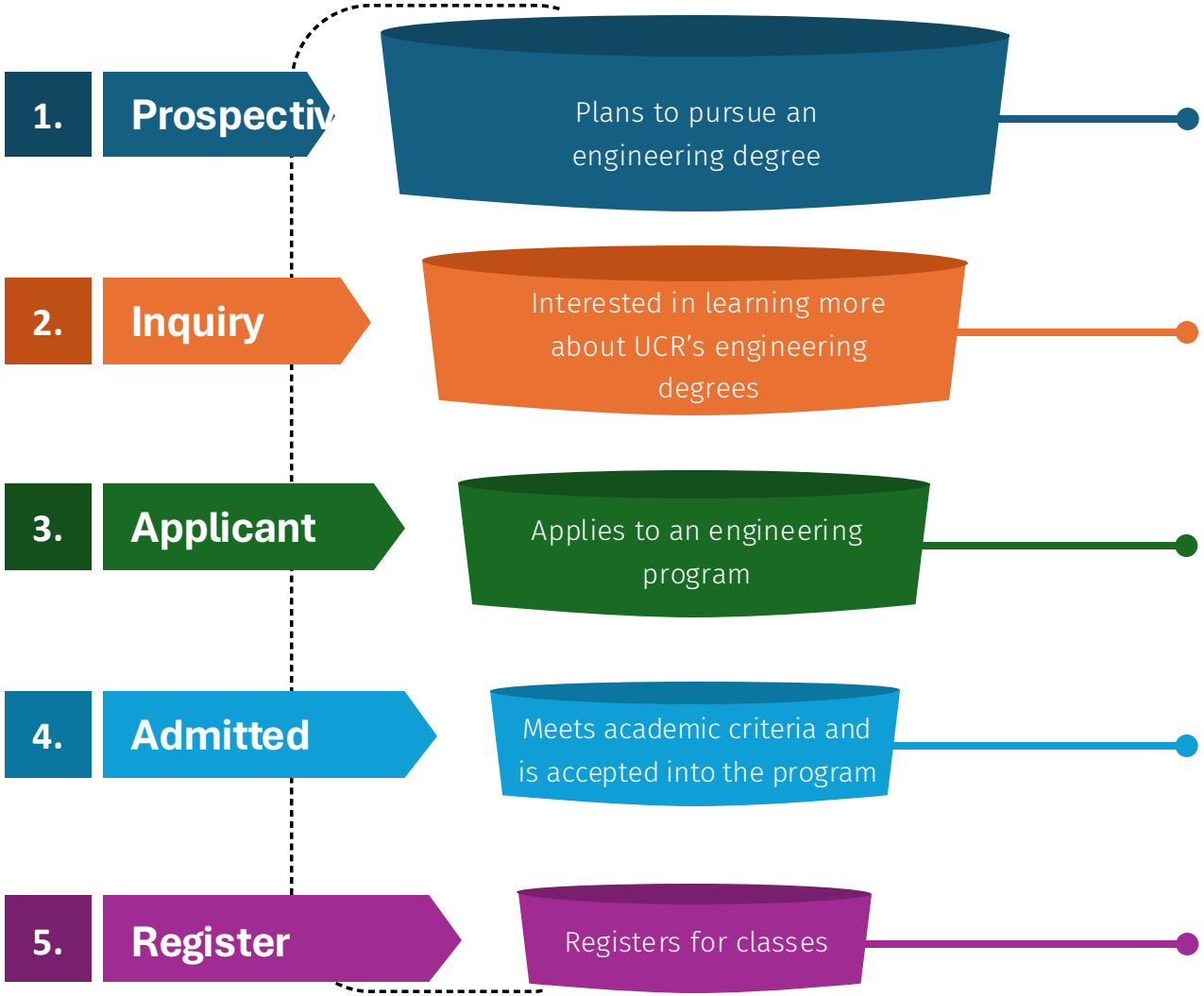
Key Objectives

We don't rise to the level of our goals; we fall to the level of our systems. - James Clear

		Websites	Digital Marketing	Relationship Management	Events
1	OUT-OF-STATE ENROLLMENTS	Create a conversion-centric user experience	Showcase the BCOE student experience	Capture conversion and engagement points	Engagement opportunities for prospective students
2	BCOE VISIBILITY	Share happenings online	Bring news to inboxes	Track and measure conversion to adjust and improve	Support, promote, consult, and execute college and campus events
3	RANKINGS REPUTATION FUNDRAISING				

Enrollment Journey

Intentionally Manage Prospective Student Lifecycle



Learning about different engineering disciplines and schools.

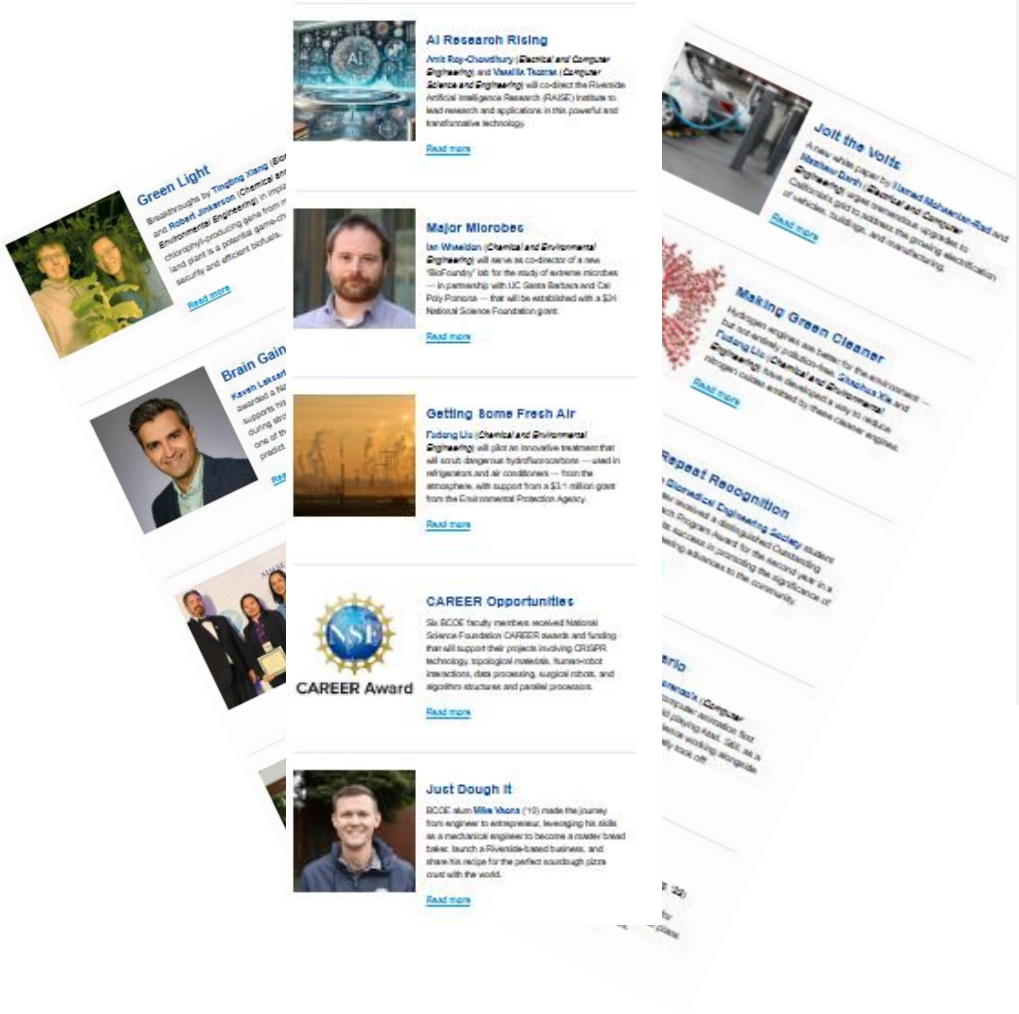
Collecting information to decide which school and program meets the needs and aspirations.

There are several steps in the application process, from initiating and collecting documents to submission.

Admitted UG students submit a student intent to register and attend undergraduate and mandatory dean's orientation. Admitted graduate students accept offers and attend department orientations.

Student registered for classes. They may withdraw within the first three weeks of their first quarter.

You are the secret sauce



UCR Bourns College of Engineering
1,184 followers
2mo •

🍅Seeds for tomatoes that were genetically engineered to grow only a few inches in height will be blasting off toward the International Space Station within the next year or two, thanks to research by a team led by Chemical and Environmental ...more

Bourns College of Engineering at UC Ri @UCRBC · Sep 3 Promote

🍅As NASA plans future missions to Mars and the Moon, @CEEatUCR's Robert Jinkerson's (@JinkersonLab) team developed a tomato that could be grown in space to feed astronauts. The seeds will later be sent to the International Space Station.

bit.ly/3XmBzAH

#UCRBCOE #UCR

From abc7.com

66

UCR Bourns College of Engineering
1,184 followers
1mo •

🍅 Chemical and Environmental Engineering's Ian Wheeldon is a co-principal investigator for a cutting-edge "BioFoundry" lab that will study extreme microbes and tap this knowledge for applications ranging from the biosynthesis of fuels to the bioremediation of polluted water and soil. This project is supported through a $22 million grant from the National Science Foundation (NSF), is collaboration between University of California, Riverside, California State Polytechnic University-Pomona, and UC Santa Barbara.

Read more

https://bit.ly/3Xzw2qQ

#engineering #innovation #biotechnology

NSF grants $22 million for 'extreme microbe' lab collaboration

news.ucr.edu

54 4 comments · 3 reposts

Bourns College of Engineering at UC Ri @UCRBC · Sep 6 Promote

🍅 Chemical & Environmental Engineering's Ian Wheeldon is the co-PI for a cutting-edge BioFoundry that will study extreme microbes via a $22M grant from @NSF — a collab between @UCRCNAS, @ucsantabarbara & @calpolypomona

#ucrbcoe #ucrengineering @CEEatUCR

From news.ucr.edu

1 89

Contacts & Resources

Marketing Department

marketing@engr.ucr.edu

Websites (Profile & Lab)

UCR Profile: https://systems.engr.ucr.edu/help/ucrprofile
Website Request: https://websites.engr.ucr.edu/
webmaster@engr.ucr.edu

News

UCR Profile: https://systems.engr.ucr.edu/help/ucrprofile
UCR News: https://news.ucr.edu/

Social Media

LinkedIn: /company/bourns-college-of-engineering-uc-riverside
Instagram: /ucrbcoe
Twitter: /ucrbcoe

Templates, Logos, etc.

https://intra.engr.ucr.edu/marketing

Events

marketing@engr.ucr.edu

Workshops

12/4 Brand Guidelines
12/11 Creating Events
12/18 The BCOE Story
1/08 Amplifying with Social Media

UCR Marlan and Rosemary Bourns College of Engineering

Q&A

UCR Marlan and Rosemary Bourns College of Engineering

Thank you.

Computing & Technical Support

Tom Gregory
Systems Administrator

UCR Marlan and Rosemary Bourns College of Engineering

Academic Personnel

Cecilia Gonzalez
Executive Director, Central Personnel Services Unit and
Payroll Online Shared Service Center

UCR Marlan and Rosemary Bourns College of Engineering

CPSU

Central Personnel Service Unit
Academic Personnel, Human Resources, Payroll

Cecilia Gonzalez
Executive Director

Tiffany Lindsey
ECE, Ce-Cert, Dean's Office

Veronica Valenzuela
BIEN, CEE

Angelique Jones
CSE, ME, MSE, MSOL

Sim Mai
BCOE Staff positions,
(Recruitments, Leaves)

UCR Marlan and Rosemary Bourns College of Engineering

Merit & Promotion Process

Rajiv Gupta
Associate Dean, Academic Personnel
Amrik Singh Poonian Chair in Computer Science

UCR Marlan and Rosemary Bourns College of Engineering

Features of M&P System

Frequent Evaluation

Flexibility

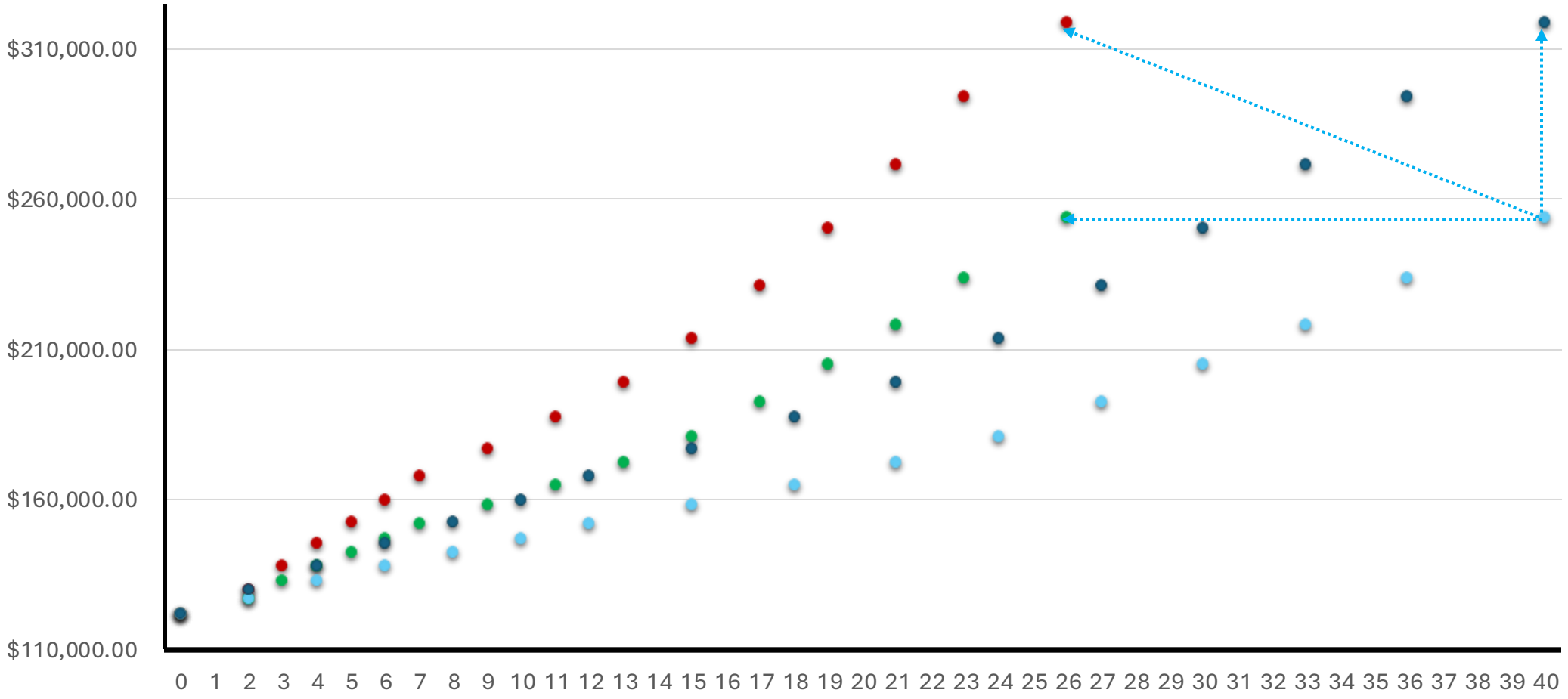
Transparency

Rank and Step System

CHART I – NORMAL TIME IN STEP					
Assistant Professor	**Associate Professor**	**Full Professor**		**Distinguished Professor Above Scale**	**Normal Period of Service at Step**
Step	**Step**	**Step**	**Step**	**No Steps**	
I					2 years
II					2 years
III					2 years
IV*					2 years
V	I				2 years
VI	II				2 years
	III				2 years
	IV	I			3 years
	V	II			3 years
		III			3 years
		IV			3 years
		V			3 or more years
			VI		3 or more years
			VII		3 or more years
			VIII		3 or more years
			IX		4 or more years
				no steps/ just merits	4 or more years between merit advancements

UCR Marlan and Rosemary Bourns College of Engineering

Rewards Performance



Evaluation Steps

Department: Evaluation by Peers

Department letter is shared with the candidate

Dean evaluates

Dean's letter may accompany the evaluation

University-Wide Committee: CAP

CAP minutes are added to the file

VPAP & Provost Evaluate the file

VPAP adds a letter

Notification of decision is accompanied with all of the above letters providing ample feedback

Questions?

UCR Marlan and Rosemary Bourns College of Engineering