Chairs' and Center Directors Meeting Minutes

Date: January 22, 2018
Location: WCH – Room 443
Attendees:

        Guillermo Aguilar
        Marek Chrobak
        Ilya Dumer
        Jay Farrell
        Xiaoping Hu
        Walid Najjar
        Chinya Ravishankar
        Alissa Rackstraw (for Pat Hartney)
        Sharon Walker
        Charlie Wyman

Absent:

        Patrick Hartney
        Ashok Mulchandani
        Marko Princevac
        Kambiz Vafai (absent due to class schedule conflict)
        Jun Wang

1. **Welcome – Sharon**
    Sharon announced that the next meeting will be held on February 5 and will take place at the New Career Center instead of the usual place. No items were added to the agenda.

2. **Approval of Minutes from January 8, 2018 meeting – Sharon**
    The minutes of the January 8, 2018 meeting were unanimously approved.

3. **Graduate Education – Ravi**
    Ravi provided a handout with the graduate student application status as of 1/21/18. We are down 9% compared to last year. Masters might still go up a little before final, but PhD is not likely to change. PhD applications are down 8%. It was noted there could be several factors, such as the job market, an anomaly, or the political temperature in America. Ravi noted that we are using a GRE list serve and it may be that too many others are also using it and it is causing emails to be discarded without even being looked at.
    Ravi also provided a handout that shows the change in foreign applications by country from Fall 2017 to Fall 2018. Some countries are down more than others. Reasons for this are unknown, but some possibilities may be political or job market as noted above. Jay also questioned whether it could be related to a high number from that country be declined in the prior year.

Sharon stated that all departments need to push for applicants from everywhere and we need to focus on a quality experience when they come as that is a great way to advertise. We also need to work on placing Masters in jobs as that is important for recruitment advertising.

4. Dean's Update – Sharon
Sharon reported that the new VCPB will be starting on February 1. He will be taking over Facilities and A&E from RED.
There is a search going for a Director of Communications for the Campus who will report to Peter Hayashida. The position will do similar things as Angela does for BCOE, but for the Campus.

5. Department/Center Updates

ME: Guillermo stated that ME has selected three candidates for their first tier of interviews and they are starting to come out. They have two more on their tier two list if needed.

ECE: Ilya stated that ECE's short list for their two cluster searches will be completed soon and they will start interviewing soon.

CEE: Charlie noted that they have several top search candidates for the Air & Water search. He also noted that Michael Zachariah's file is ready to be reviewed and voted on.

CSE: Marek stated that interviews underway for their LSOE search; three today and two were good. He noted that they have two additional ones coming. They are currently working to fill one LSOE opening, but are working on opening another position soon.

BIEN: Xiaoping noted that they have eight candidates for the one opening they have, so they need to decide on the first tier. He wants to interview four, but they committee is looking at six. Sharon suggested doing Skype interviews first with all eight to help choose the top that should come for interviews.
He also noted that BIEN received a grant to help cover the costs of their upcoming symposium.
Xiaoping noted that Dr. Vullev received a Full Bright Scholarship for next Fall.

6. Additional Items
Jay noted that the Associate Professor promotion files are complete and they are starting to focus on the Full Professors. The deadline is 2/2 for the Dean's Office.
Guillermo noted that ME staff is exceptionally busy with UCPath actions and items. He noted that there are a lot of errors and they are difficult to figure out and fix due to limited access for his staff. He stated that quicker turnaround time is needed by the Shared Service Center (SSC) and UCPath. Marek and Alissa reiterated the same concerns within their departments. Sharon asked everyone to keep notes of issues/complaints so they can be brought to the SSC and UCPath meetings for discussion and review for improvement.

Chairs' & Center Directors' Meeting

January 22, 2018

[Agenda](#)

Winston Chung Hall – Room 443

1. **Welcome**   **Sharon**

2. **Approval of Minutes from January 8, 2018 Meeting**

3. **Graduate Education**   **Ravi**

4. **Dean's Update**   **Sharon**

5. **Department Updates**   **Chairs**

6. **Additional Items**

Application Status, as of 1/21/2018

All Graduate Applicants

Program	Fall - 2017	Fall - 2018	Change
Bioengineering	87	114	31%
Chemical and Environmental Engineering	176	134	-24%
Computer Engineering	52	38	-27%
Computer Science	649	628	-3%
Electrical Engineering	368	331	-10%
Materials Science & Engineering	125	88	-30%
Mechanical Engineering	111	100	-10%
BCOE	1569	1433	-9%

PhD Applicants, Foreign + Domestic

Program	Fall - 2017	Fall - 2018	Change
Bioengineering	55	74	35%
Chemical and Environmental Engineering	128	92	-28%
Computer Science	239	250	5%
Electrical Engineering	200	196	-2%
Materials Science & Engineering	105	66	-37%
Mechanical Engineering	68	54	-21%
BCOE	795	732	-8%

PhD Applicants, Foreign

Program	Fall - 2017	Fall - 2018	Change
Bioengineering	23	40	74%
Chemical and Environmental Engineering	100	61	-39%
Computer Science	212	223	5%
Electrical Engineering	179	188	5%
Materials Science & Engineering	81	43	-47%
Mechanical Engineering	53	46	-13%
BCOE	648	601	-7%

PhD Applicants, Domestic

Program	Fall - 2017	Fall - 2018	Change
Bioengineering	32	34	6%
Chemical and Environmental Engineering	28	31	11%
Computer Science	27	27	0%
Electrical Engineering	21	8	-62%
Materials Science & Engineering	24	23	-4%
Mechanical Engineering	15	8	-47%
BCOE	147	131	-11%

MS Applicants, Foreign

Program	Fall - 2017	Fall - 2018	Change
Bioengineering	11	14	27%
Chemical and Environmental Engineering	35	23	-34%
Computer Engineering	47	32	-32%
Computer Science	384	356	-7%
Electrical Engineering	158	110	-30%
Materials Science & Engineering	14	15	7%
Mechanical Engineering	31	30	-3%
BCOE	680	580	-15%

MS Applicants, Domestic

Program	Fall - 2017	Fall - 2018	Change
Bioengineering	21	26	24%
Chemical and Environmental Engineering	13	19	46%
Computer Engineering	5	6	20%
Computer Science	26	22	-15%
Electrical Engineering	10	25	150%
Materials Science & Engineering	6	7	17%
Mechanical Engineering	12	16	33%
BCOE	94	121	29%

Selected Foreign Sources, F'2017 vs F'2018

		BIEN	CEE	CEN	CPSC	ELEN	MSE	ME	BCOE	Change
BANGLADESH	Fall - 2017	3	3		23	33	4	6	72	32%
	Fall - 2018	4	6		34	47		4	95	
BRAZIL	Fall - 2017	1				1			2	100%
	Fall - 2018				2	2			4	
CHINA, PRC	Fall - 2017	13	77	23	288	150	61	34	646	-20%
	Fall - 2018	16	40	18	251	115	43	32	515	
EGYPT	Fall - 2017		1		2		1		4	-25%
	Fall - 2018				2	1			3	
GREECE	Fall - 2017				4				4	-25%
	Fall - 2018	1			2				3	
HONG KONG	Fall - 2017				1				1	200%
	Fall - 2018					1		2	3	
INDIA	Fall - 2017	2	23	22	169	76	5	11	308	2%
	Fall - 2018	10	14	9	197	72	5	7	314	
IRAN	Fall - 2017	9	11		65	44	14	20	163	-29%
	Fall - 2018	14	9	1	42	30	4	15	115	
KOREA, REPUBLIC OF	Fall - 2017		4		3	2	1	2	12	25%
	Fall - 2018		2	1	4	4		4	15	
LEBANON	Fall - 2017		1			2			3	-67%
	Fall - 2018		1						1	
MEXICO	Fall - 2017	1	2					1	4	-75%
	Fall - 2018				1				1	
PAKISTAN	Fall - 2017				8	7			15	-40%
	Fall - 2018				4	4	1		9	
SAUDI ARABIA	Fall - 2017		1		3	1			5	0%
	Fall - 2018				4	1			5	
SRI LANKA	Fall - 2017					1		1	2	200%
	Fall - 2018				4	1		1	6	
TAIWAN	Fall - 2017		6	2	20	10	5	6	49	10%
	Fall - 2018	3	6	2	18	14	3	8	54	
THAILAND	Fall - 2017	1	1		3				5	-80%
	Fall - 2018		1						1	
TURKEY	Fall - 2017	1	1		2	5	2		11	-55%
	Fall - 2018	1			3	1			5	
UK	Fall - 2017				2			2	4	
VIETNAM	Fall - 2017		1		3	1			5	-20%
	Fall - 2018	1			1		1	1	4	