

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

Date: September 14, 2015

Location: WCH – Room 443

Attendees: Reza Abbaschian  
Guillermo Aguilar  
Bir Bhanu  
Marek Chrobak  
Jay Farrell  
Robert Haddon  
Pat Hartney  
Walid Najjar  
Ravi  
Kambiz Vafai  
Akula Venkatram

Absent: Alex Balandin  
Matt Barth  
Mitch Boretz  
Javier Garay  
Nosang Myung  
Sharon Walker  
Albert Wang

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

No items were added to the agenda.

### **2. Approval of minutes – Pat**

The revised minutes of the June 22, 2015 meeting were unanimously approved.

### **3. Cluster Hires Update - Reza**

Reza stated that he sent out the campus' latest Faculty Cluster Hire spreadsheet to chairs. The spreadsheets include suggested names of search committee chairs and members. These names still need to be approved by the Provost's Office. The Provost has appointed Ken Baerenklauas as Associate Provost to oversee the cluster hire process.

Ravi stated that he attended the first meeting of the Cluster Hire Coordinating Committee. This Committee is comprised of one representative from each UCR academic unit. This Committee reviewed Ken's draft letter about search plans and provided input. Reza added that Chairs need to be kept informed of the Coordinating Committee's progress. Ravi reported two items from the Coordinating Committee meeting. The first is that these will be complicated searches and, as such, may delay hiring process schedules. Ravi added that the search process is already late for some engineering positions. No other meetings of the Coordinating Committee have been scheduled yet to discuss next steps. The second item was that funding for searches will be run through the search committee chair's home department. The hiring department will pay one-half of the search cost; the other half will be paid by campus.

Reza recommended that cluster hire search ads be drafted as soon as possible. These ads should be approved by each participating department/program and will eventually need to be approved by the Provost's Office. Ads will need to include a mandatory section on UCR's cluster hire plans. It was noted that diversity will be looked at closely in these cluster hire searches. Reza added that the Chancellor wants to break-down department barriers with these cluster hires. In response to a question, Reza suggested that any concerns about the cluster hire process can be sent to Ken. Also, Reza noted that BCOE cluster hires areas of Cyber Security, Phonon Engineered Devices, Autonomous Embedded Systems and Computational Materials are approved to search for up to three faculty next year. Lastly, suggestions for additional search committee members should be sent to Reza.

#### **4. Faculty Salary Increase - Reza**

Reza pointed out the draft BCOE 1.5% Faculty Salary Policy attached to the agenda. Suggested changes to this draft should be sent to Reza. This draft requires the chairs to submit faculty salary increase recommendations to Reza by 10/1/15. The chairs agreed to meet this deadline. The Dean's Office will be using 20% of the funds available to cover merit increases for chairs and to address special cases. Reza will send the final draft and latest departmental faculty salary information to the chairs this week. Also, Reza noted the summary of FY 13 through FY 15 contract/grant awards by UCR academic unit attached to the agenda. BCOE's figure increased 40% over this period compared to -29% for CHASS, +30% for CNAS and +10% for the Med School. Reza congratulated BCOE faculty for their efforts attracting external contracts/grants. This was particularly impressive since the number of BCOE faculty didn't increase significantly over this period and several senior faculty moved to other institutions. It was suggested that award dollars per faculty should be added to the summary.

#### **5. LSOE Appointments - Reza**

Reza noted that four BCOE departments requested LSOE's (Lecturers with Security of Employment) in last year's proposal to campus. In response to these requests, the campus will fund two LSOE's in BCOE. After careful consideration of departmental lecturer needs and student workload, these two LSOEs will be assigned to ME and CEE. Reza stated that BCOE will request two more LSOEs in next year's proposal. ME and CEE should start advertising for these positions soon.

#### **6. TA Allocations - Pat**

Pat pointed out the draft FY 15/16 TA Allocation spreadsheet attached to the agenda. Pat noted that BCOE received additional TA funding from campus this year. This draft spreadsheet uses this new total amount but the required undergraduate workload and incoming PhD/Domestic MS student figures are not yet available. As such, the draft spreadsheet calculates TA allocations based on last year's undergrad workload and PhD/Domestic MS student figures. The spreadsheet will be revised when these figures are available. However, the draft spreadsheet indicates that all BCOE departments/programs should receive additional TA funding this year.

#### **7. Space Update - Reza**

Reza noted that the campus will be selecting the architectural firm for the Bourns B Renovation project soon. A relocation plan will be developed as soon as we know which Bourns B labs will be converted to wet labs. Relocations will probably start early next year. Also, Reza noted that no new space is available and that chairs will need to make decisions on re-purposing existing departmental

space to accommodate new faculty hires. Wet lab creation is more of a problem in BCOE than office space creation.

## **8. MSOL - Kambiz**

Kambiz gave a Powerpoint presentation on the current status of the MSOL Program. Highlights included:

- UCR signed a partnership with Pearson/Embanet to recruit MSOL students.
- Pearson has successfully recruited at least 22 students for this Fall.
- New MSOL students will be enrolled each quarter (including Summer).
- All MSOL courses are being scheduled in the campus' Hyperinstruction Room in Surge.
- MSOL courses should be taught by the department's best instructors.
- Faculty teaching MSOL courses will receive at least \$1,000 each time the course is offered plus \$400 for each MSOL student enrolled in the course.
- The department offering the MSOL course will receive additional TA support and a portion of the net profits of the Program.
- Pearson representatives will be at UCR on 11/6/15. Since there is a Chairs/Directors meeting that day, Pearson reps will be invited to have lunch with the Chairs/Directors.

Reza suggested that Specializations add additional MSOL courses so that students have choices. Also, departments should be able to gain connections with the companies through these MSOL students. Lastly, credit will be given to BCOE faculty for mentoring MSOL students in their capstone courses.

## **9. Other Matters**

Ravi noted that NASA has sent out an RFP for virtual institutes. Responses are due on 10/21/15. More information on this RFP will be provided by Mitch.

Pat stated that he will be requesting names from Chairs/Directors for membership on a new BCOE IT Steering Committee. This Committee should be comprised of faculty interested in planning IT efforts in BCOE and responding to campus IT issues and opportunities. Formation of this IT Steering Committee was a recommendation at the 2015 BCOE Faculty Retreat.



# Chairs' & Center Directors' Meeting

September 14, 2015

## Agenda

Winston Chung Hall – Room 443

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|----|---|--------|
| 1. | Welcome - Request for Agenda Items from the Floor | Reza   |
| 2. | Approval of Minutes from June 22, 2015 Meeting    | Pat    |
| 3. | Cluster Hire Update                               | Reza   |
| 4. | Faculty Salary Increase                           |        |
| 5. | LSOE Appointments                                 | Reza   |
| 6. | TA Allocations                                    | Pat    |
| 7. | Space Update                                      |        |
| 8. | MSOL  | Kambiz |
| 9. | Other Matters                                     |        |

**Please note next meeting will be on: Monday, September 28, 2015**

## Future Meeting Dates

### 2015

Monday, September 28  
 Monday, October 12  
 Monday, October 26  
**Friday**, November 6  
 Monday, November 23  
 Monday, December 7  
 Monday, December 21

### 2016

Monday, January 11  
 Monday, January 25  
 Monday, February 8  
 Monday, February 22  
 Monday, March 7  
 Monday, March 21  
 Monday, April 4  
 Monday, April 18  
 Monday, May 2  
 Monday, May 16  
 Monday, June 6  
 Monday, June 20  
**Friday**, July 1

# DRAFT

## TA Allocations FY 2015 - 16

BCoE Dept	2014-15		Incoming PhD & Dom MS		Undergrad Workload FTE		Base TA Allocations		Supplemental MSE		TA Allocations	
	Final TA Allocations	30% Incoming	Number	% of Total	Number	% of total	Factor	Allocation	PhD Student Allocation	Amount	PhD & Dom MS Students	30% Incoming
BIEN	199,782		20	13%	110.00	8%	0.09	248,706			248,706	
CEE	335,193		33	21%	186.67	13%	0.15	417,277			417,277	
CSE	787,779		33	21%	608.04	43%	0.36	980,696			980,696	
ECE	421,904		34	21%	252.20	18%	0.19	509,979	3	15,244	525,223	
ME	399,562		23	14%	261.80	18%	0.17	466,923	6	30,487	497,410	
MS&E	69,388		17	11%	0.00	0%	0.03	86,380			86,380	
Total	2,213,608		160	100%	1,418.71	100%	1.00	2,709,961	9	45,731	2,755,692	

### Weighted Average:

Incoming PhD/Dom MS: 30%  
Undergrad Workload FTE: 70%

FY 14-15 TA Funds Available: 2,709,961

MSE Grad Student Supplement: 5,081

Note: Incoming CEN students are split evenly between CSE and ECE

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### BCOE 1.5% Faculty Salary Policy

BCOE faculty are to be evaluated for one-time salary increases (that will become effective on 7/1/15) based on the following criteria: salary equity, salary compression, salary inversion, exceptional merit. All faculty will be considered for the increase except those whose last advancement action was a deferral of a merit or resulted in negative on-time merit. Chairs are to use these criteria consistently when making one time salary increase recommendation for around 25% of department faculty. The recommendations, which will be due by October 1, 2015. Chairs will not include themselves in these recommendations. In support of these recommendations, the BCOE Dean's Office will provide salary information for all BCOE faculty including histories of base and off-scale salary, merit increases and promotion increases. The BCOE Dean's Office will provide to each Chair a total amount available for these one-time faculty salary increases. The BCOE Dean's Office will retain 20% of the total amount available to all departments to address Chair increases and special salary increase requests for department faculty made by Chairs based on the four categories listed above.

UNIT	2013	2014	2015
Bourns College of Engineering	\$20,881,803	\$28,746,460	\$29,400,233
Coll of Hum, Arts & Social Sci	\$9,136,097	\$5,337,716	\$6,429,083
College of Nat & Agr Sciences	\$51,413,657	\$56,675,804	\$67,352,842
Graduate Division	\$1,527,844	\$1,577,115	\$2,198,038
School of Business Administrat	\$222,561	(\$160,932)	
School of Medicine	\$10,406,197	\$13,477,047	\$11,515,918
UC MEXUS		\$1,000,000	
Undergraduate Education	\$56,535	\$95,470	\$650,562
University Extension	\$475,742	\$2,322,038	\$480,783
Vice Chancellor - Research	\$35,539	\$116,600	\$745,890
Vice Chancellor-Student Affairs	\$3,367,437	\$2,084,150	\$2,318,224
School of Public Policy	\$1,270,717	\$1,140,947	\$1,082,927
Graduate School of Education	\$854,163	\$1,301,170	\$802,031
University Library	\$38,883	\$146,180	\$35,003

+40%  
-29%  
+30%  
-  
-100%  
+18%

Circulated by Mike Pazzani  
September 1, 2015

# Lewis-Burke Associates LLC

## Agency Update: NASA STMD Solicits Input on Proposed Virtual Institutes

*Lewis-Burke Associates LLC – September 11, 2015*

The National Aeronautics and Space Administration (NASA) Space Technology Mission Directorate (STMD) released an updated request for information (RFI) for proposed virtual institutes, which would be designed to provide a virtual forum to facilitate scientific and technological research and development by U.S. academic institutions. These institutes would complement existing university-oriented STMD programs, and utilize unique virtual platforms to facilitate collaboration among multiple institutions without the need for collocation. **This RFI was originally released on May 22, 2015, but is being re-released to provide an opportunity for additional comments. Comments submitted after the initial release need not be re-submitted.**

NASA envisions establishing one or more virtual institutes in partnership with an academic institution or nonprofit organization. Rather than supporting system- or mission-specific qualifications or operations, the institutes would be aimed at advancing early-stage technologies by fostering more basic, interdisciplinary research collaboration among multiple academic or nonprofit institutions.

This RFI solicits input regarding the potential structural and managerial elements of the proposed virtual institutes. Specifically, NASA is interested in using responses to more clearly define its role as an institute manager and facilitator; outline approaches for implementing these institutes; identify prospective organizations to lead, manage, facilitate, or participate in virtual institutes; and outline the most effective and efficient processes for enabling productive partnerships. Responses must be submitted by **October 21, 2015**.

### *Sources and Additional Information:*

- The full RFI is available at <http://nspires.nasaprs.com/external/solicitations/summary.do?method=init&solId={88E280FD-4790-BDEE-71CE-E6A5FA0A5B31}&path=open>.