

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

Date: November 23, 2015  
Location: WCH – Room 443  
Attendees: Reza Abbaschian  
Alex Balandin  
Matt Barth  
Bir Bhanu  
Mitch Boretz  
Marek Chrobak  
Jay Farrell  
Javier Garay  
Pat Hartney  
Nosang Myung  
Walid Najjar  
Marko Princevac (for Guillermo Aguilar)  
Ravi  
Sharon Walker

Absent: Guillermo Aguilar  
Robert Haddon  
Kambiz Vafai  
Akula Venkatram  
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 October 26, 2015 meeting were unanimously approved.

### **3. Senate Updates – Reza**

Venky was unavailable for this meeting. It was reported that a cluster hire survey from the Academic Senate has been sent to UCR faculty. Reza indicated that the results of this survey could be helpful in determining future hiring plans for about 150 additional faculty hires at UCR.

### **4. Bourns Endowed Chair – Reza**

Reza stated that he is still seeking nominations for the new Marlan & Rosemary Bourns Presidential Chair in Engineering. Nominations (or self-nominations) are limited to BCOE Full Professors. Nominees can be from any BCOE department. This is a highly prestigious appointment and Reza wants as many qualified candidates as possible. He may use other UCR Deans, BCOE Associate Deans and other BCOE chair holders to review nominations. Nominations should include the nominee's curriculum vitae and description of current research programs. Reza will send out another message with clarifications of the nomination process.

## **5. SIF – Pat**

Pat called attention to the SIF (Strategic Investment Fund) handout attached to the agenda. As part of the campus' new budgeting system, org's will be able to submit one-time strategic funding requests in September, January and April each year. The five strategic funding request areas are: Academic Programs & Research, Capital Renewal, Chancellor's Initiatives & Programs, IT and Reserves. Examples of requests in the Academic Programs & Research area are: new academic programs, research equipment, strategic research initiatives, spousal hires, retention packages and grant matching. It was noted that some urgent requests (i.e., retention packages and grant matching) may not coincide with the September, January and April request periods. It is anticipated that the EVC/P may have to fund such requests "off cycle". Also, it is assumed that grant matching requests can still be submitted to RED at any time. After discussion, Reza asked chairs and directors to submit several strategic requests in January. Mitch will be drafting Biotech and Clean Room equipment requests. Sharon also suggested that small requests such as support for periodic faculty working lunches be submitted. The final SIF application form should be on UCR's Planning and Budget website by 12/1/15.

## **6. BCOE-COA Meeting (December 11) – Reza**

Reza asked Chairs and Directors to send him discussion topics for the December 11<sup>th</sup> Council of Advisors meeting. This meeting will include: a lunch with Pearson/Embanet representatives (who will present information about the MSOL Program), recognition for CEE's senior design team that won the 2015 Odebrecht Sustainability Award, and a few faculty presentations.

## **7. College Fall Meeting/Staff Appreciation (December 4) – Reza**

Reza reminded participants that this year's College Fall Meeting and Staff Appreciation event is scheduled for December 4<sup>th</sup> from noon -2:30pm in WCH 205/206. There will be small gifts and prizes for attendees. Javier Garay's departure will also be recognized during the event.

## **8. Graduate Education – Ravi**

Ravi announced that the initial design for the MRB1 building has been sent out. Input was provided by three sub-committees: Lab, Vivarium and Core. The next meeting of the MRB1 committee is scheduled for December 11<sup>th</sup>. The campus will solicit an architectural firm for this project by March 2016. The project will go to the UC Regents for final approval in July 2016. Completion of the building is scheduled for December 2018. The total project cost is about \$150M including \$100-105M for building construction. This will be a design-to-build project and will include wet labs for 40 faculty and computational labs for an additional 10 faculty. Also, the building will include about 3,000 (small) cages in a Vivarium; an imaging suite and a room for computational equipment. Office spaces are 120sf and each floor will include 400sf of conference space. The total assignable square footage of MRB1 is 140,000sf and is at a cost of ~\$750/sf. No equipment is included in the project budget. The building is being designed primarily for medical and biological research including bioengineering.

Ravi noted that draft Grad Student Financial Aid Package letter to BCOE departments attached to the agenda. This letter states that:

- International NRT will now be funded directly by the Grad Division (as long as the student remains within the program's normative time to candidacy).
- There will be no Grad Division funding for domestic MS students. Previously, the Grad Division provided \$3,000 for each incoming domestic MS student.
- NRT for domestic PhD students will be funded by the Grad Division for students with GPAs of at least 3.2. (However, it was pointed out that departments will need to request NRT support from the Grad Division for domestic PhD students with GPA's between 3.0 and 3.2. This could be a burdensome requirement on departments. Ravi will discuss this issue with the Grad Division))
- The Grad Division's Central Fellowship allocation to BCOE is \$33,300 for each incoming PhD student in the FY 16/17 cohort. BCOE's total target of incoming PhD students is 130.

It was noted that the campus will still be providing \$7,500 to BCOE for each international MS student. Reza stated that the elimination of International NRT funding will result in less funding flexibility for BCOE programs for PhD packages. He is concerned that \$33,300 is too low a package for quality PhD students since this equates to only about \$17-18,000 in stipends. As such, departments will need to provide additional resources to make competitive offers. Ravi pointed out that CSE stipends for incoming PhD students averaged about \$16,000 last year. He will compare last years department stipend offers to this year's available funding to assess the impact of the loss of International PhD NRT funding on offers. Ravi added that he will be evaluating BCOE's grad student recruitment efforts to enhance effectiveness. Sharon reported that the Grad Division determined that the most effective recruitment tool was the list of GRE takers. The Grad Division has purchased the September 2015 GRE taker list. BCOE may purchase an updated list later this year. Marek reported that the Grad Division's decision to provide six quarters of NRT will be an advantage for CSE. Reza asked Chairs to send him information on PhD student offers from other colleges of engineering. For example, it was reported that UCI provides an additional \$5,000 to a student if he/she has been accepted by another university. Reza will invite Joe Childers to a future Chairs/Directors meeting to discuss grad student fellowship funding.

## **9. Undergraduate Education – Sharon**

Sharon reported that the Math department has initiated the Math 9 series for engineering students.

Banner implementation has been delayed until Fall 2016/Winter 2017 due to Student Advisor training needs. About 70 hours of such training will be required but will now be stretched over several weeks instead of several days.

A "Responding to a Crisis Situation" Course has been scheduled for December 10<sup>th</sup> in WCH 205/206 from 2-3pm. Sharon encouraged all BCOE faculty and staff to attend.

She reported that there is some interest in changing the name of BCOE's Business Informatics major but this may impact the initial ABET review/approval of this major.

Lastly, Sharon stated that the recent GPP recruiting trip to China was very successful. She expects there will be a significant increase in GPP applicants this year.

#### **10. Department Updates**

Reza reported that BCOE recently discovered that BCOE senior faculty searches in AP Recruit automatically requested reference letters. This has limited the number of applicants. In order to fix this problem, senior faculty searches will be closed for about 48 hours this week and then re-opened. The small number of senior faculty candidates that have already applied will be encouraged to re-apply. It was recommended that AP Recruit also not automatically request reference letters for candidates that are currently junior faculty at other institutions.

Matt reported that ARB expects to make a decision soon on whether it will re-locate its El Monte operation to Pomona or Riverside. If Riverside is chosen, the location will likely be on UCR's West Campus and not near CE-CERT.

No other topics were discussed.



# Chairs' & Center Directors' Meeting

November 23, 2015

## Agenda

Winston Chung Hall – Room 443

- |     |  |                  |
|-----|--|------------------|
| 1.  | Welcome - Request for Agenda Items from the Floor    | Reza             |
| 2.  | Approval of Minutes from October 26, 2015 Meeting    | Pat              |
| 3.  | Senate Updates                                       | Venky            |
| 4.  | Bourns Endowed Chair                                 | Reza             |
| 5.  | SIF  | Pat              |
| 6.  | BCOE-COA Meeting (December 11)                       | Reza             |
| 7.  | College Fall Meeting/Staff Appreciation (December 4) | Reza             |
| 8.  | Graduate Education                                   | Ravi             |
| 9.  | Undergraduate Education                              | Sharon           |
| 10. | Department Updates                                   | Chairs/Directors |

**Please note next meeting will be on: Monday, December 7, 2015**

**(No meeting on Monday, December 21, 2015)**

## Future Meeting Dates

### 2015

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

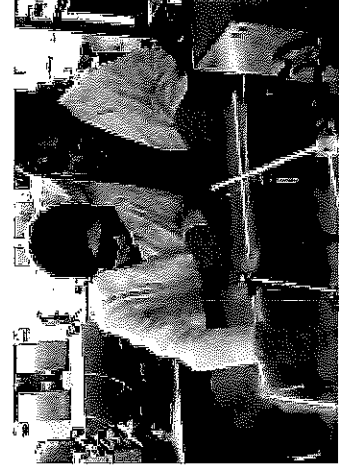
### 2016

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

# UCR

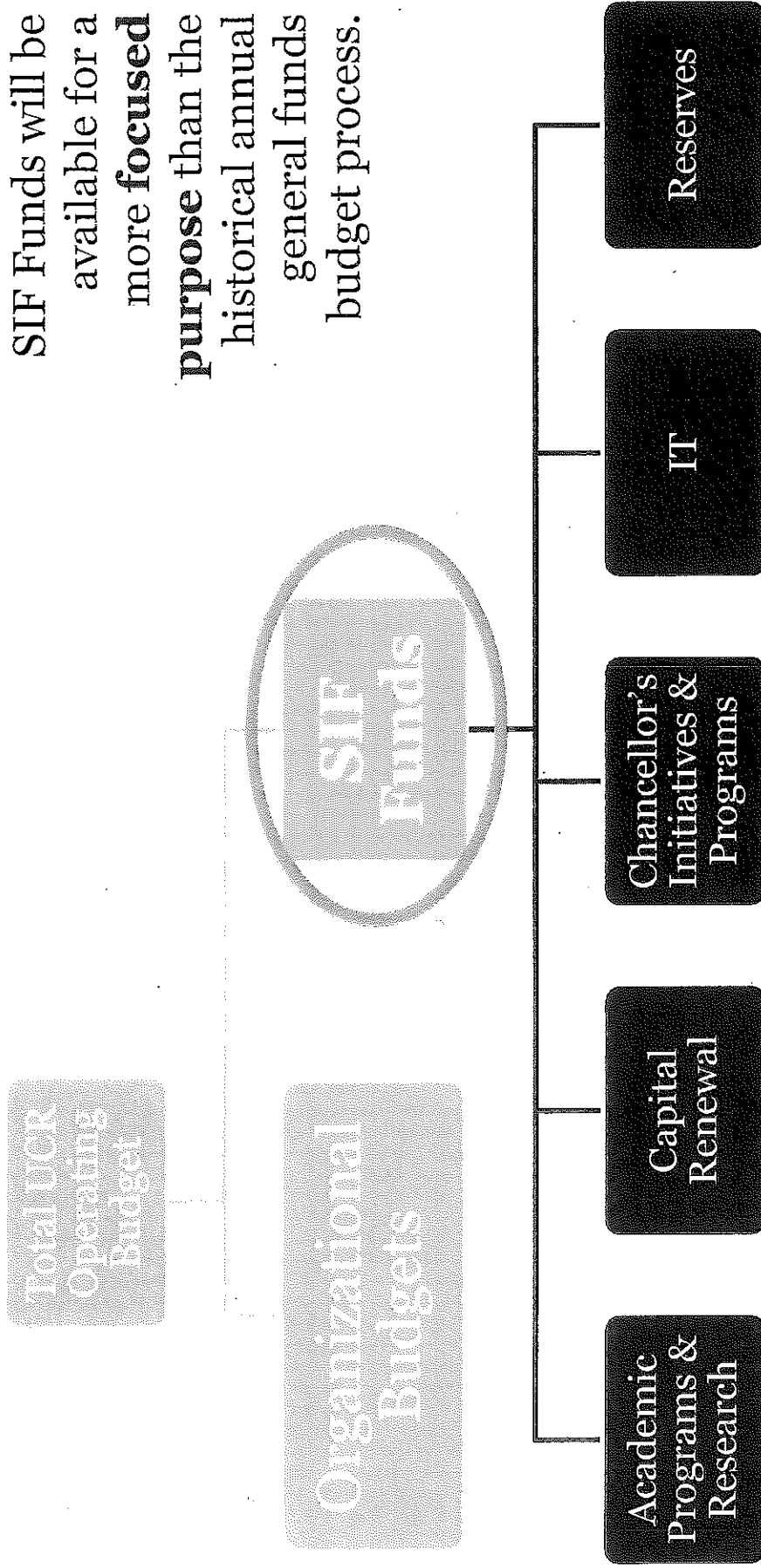
## The New Strategic Investment Fund (SIF) Process

November 2015

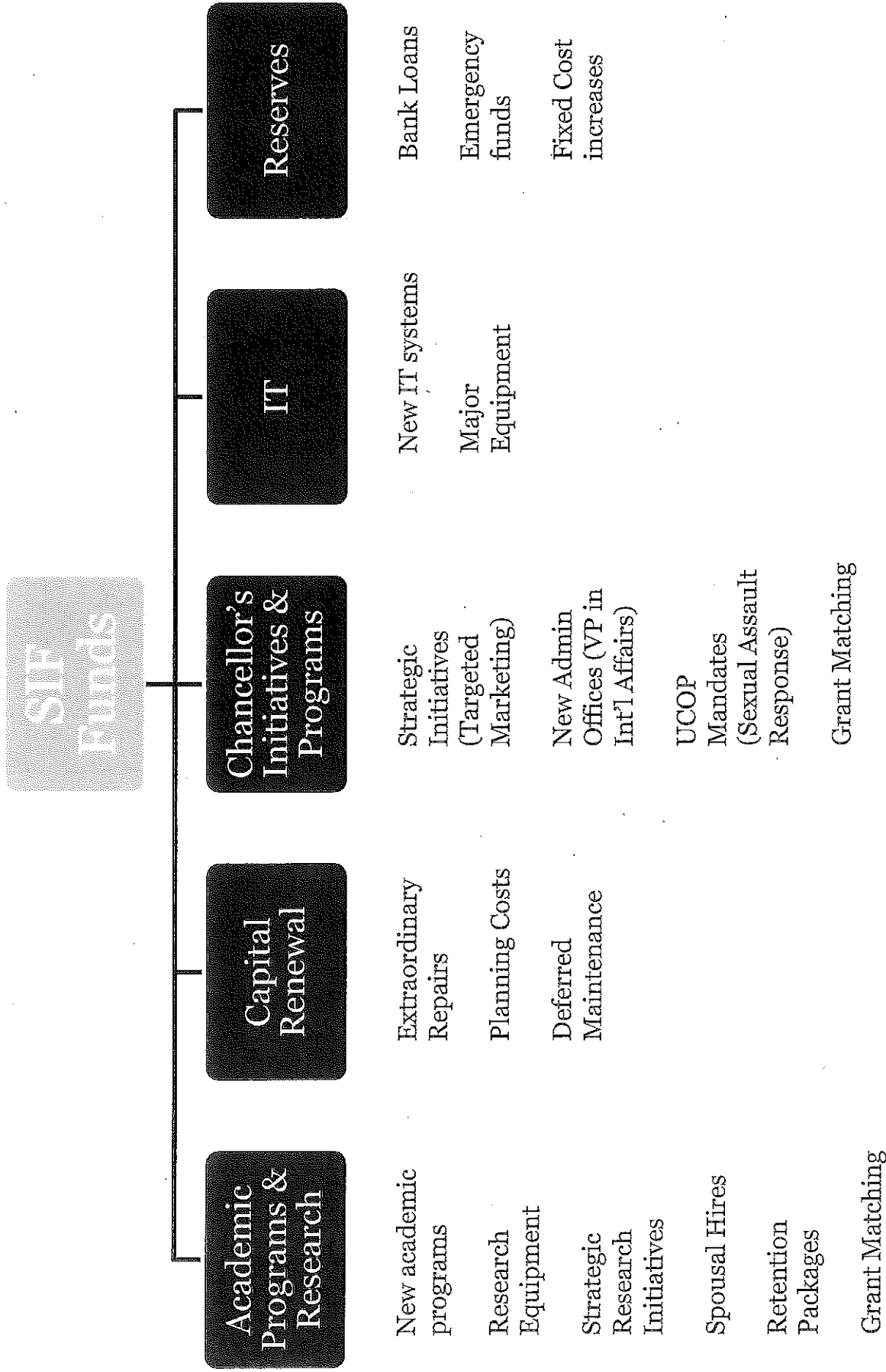


# Strategic Investment Fund (SIF)

SIF Funds will be available for a more **focused** **purpose** than the historical annual general funds budget process.



# Example of Items funded by SIF





# The SIF Process

Consolidating funding decisions into 3 Mini SIF processes will achieve:

- **Transparency** in decision making
- **Fairness** to all units to have requests considered
- **Responsiveness** to campus units for funding needs associated with their strategic planning
- **Use of Strategic Goals** when considering requests
- **Predictability** to all units for the timing of decisions
- **Organizational Excellence** through **process efficiency** in FP&A

# Mini SIF Process – Cycle Dates

**September**

**January**

**April**

**1<sup>st</sup>**

SIF Forms  
Due

**20<sup>th</sup>**

FP&A  
Review

**25<sup>th</sup>**

Provost  
Decisions

**30<sup>th</sup>**

Approval/  
Denial  
Letter  
Sent

- SIF Application forms will be available on the P&B website.
- “The Call” for SIF Applications will be sent via email to Deans/VCS by the VCPB 30 days prior...if funding is available
- Approval/Denial correspondence will be sent via email by FP&A on behalf of the Provost/VCPB
- Orgs will receive a single letter per cycle for any funding decisions made during the quarter

# SIF Application Form

A 2-page form will be available on the P&B Website for units to submit funding requests in a uniform manner.

FY 2015-16 STRATEGIC INVESTMENT FUND (SIF) APPLICATION					
ORGANIZATION:				DATE OF REQUEST:	
<b>Funding Summary</b>					
Project Title	Indicate the Campus 2020 Priority/Goal (Select One)	Total Perm Request	Total Temp Request	Org Contribution (\$)	Central Funding Request (\$)

Chief Financial & Administrative Officer:

Authorized Signature

Dean or Vice Chancellor:

Authorized Signature

**\*\*The finalized form will be on the P&B website by 12/1/2015.**

Date: November 23, 2015

To: DEPARTMENT CHAIRS, GRADUATE ADVISORS, GRADUATE ASSISTANTS, MSOs

From: Chinya V. Ravishankar

Re: Graduate Student Financial Aid Packages

We have received the Graduate Division guidelines for funding and awards of central fellowships for the BCOE AY 2015/2016 incoming graduate student cohort. Please note the following new policy in effect this year.

- International non-resident tuition (NRT) will be funded by the Graduate Division as long as the student remains within normative time to candidacy. These funds will not be taken out of your Per Student Average (PSA) allocation, as they have in the past.
- If a student does not advance to candidacy within normative time, NRT will be charged until the student advances. Subsequently, he or she is entitled to 9 academic quarters without NRT.

The Central Fellowship allocation this year is \$33,300 per student. Program-specific funding standards may require augmenting this amount with teaching assistantships or other funding sources available to you.

There will be no graduate division funding for MS students this year. We understand that due to the new international NRT policy and the campus' commitment to up to \$6m in NRT support for new international doctoral students, more than \$3m in fungible dollars was not allocated to Graduate Division. Since almost 50% of this allocation came to BCOE, our PSA was severely reduced. To compensate partially, Graduate Division has redirected the \$3000 usually allocated to incoming MS students to PhDs instead. Any central fund allocations to incoming MS students will be on an ad hoc basis and will count against the Ph.D. per student average.

Non-resident Tuition (NRT) for domestic students will be funded directly from fellowship monies held in the Graduate Division. It will not come from your PSA allocation, or affect your PSA. It will be approved for all qualified domestic non-resident applicants (GPA  $\geq 3.2$  and new GRE scores  $\geq 300$  or old GRE scores  $\geq 1100$ ).

The funding allocated is to be used for stipends and fees. The amount allocated is an average per student recruited. While awards may vary by student, the average over recruited students (SIR=Yes) should not exceed the above figure. Any program or department that exceeds its dollar per student average will be expected to make up the difference. Also, no additional funds are available if targets are exceeded.

The targets and due dates for the first third of positive admission recommendations are as follows.

	BIEN	CEE	CPSC	ELEN	MSE	MCEN	BCOE Total
PhD Target	14	28	33	30	15	10	130
Due Date	1/13/16	1/11/16	2/17/16	3/1/16	2/24/16	2/10/16	

These funds will be available to your graduate program through May 1, 2016. Nominations after that date will be considered subject to availability of funding. The opportunity to offer centrally funded fellowship packages for Winter 2017/Spring 2017 will be contingent upon the availability of funding remaining after recruitment of the Fall 2016 students.

You may make offers to qualified applicants up to twice your approved target number, as long as your PSA is not exceeded. Please monitor your commitments in order to stay within your PSA. The Graduate Division will also track offers made and monitor whether a program has exceeded its PSA commitment.

Please note that despite the new international NRT policy, the campus is still committed to recruiting domestic students. The Graduate Division recommends making offers to your best domestic students first.

Some important guidelines are as follows:

- Admission and financial support packages are routed through the Dean's Office via GradSIS for approval prior to its submission to the Graduate Division.
- Minimum admission guidelines for central fellowship funding are to be followed: GPA >3.2, GRE >300 (new scale), GRE >1100 (old scale). Additional written justification must be provided for students that do not meet these minimums. Recommendations for admission with or without central fellowship for students falling below these levels should be forwarded in a second tier of offers, after all fully qualified students have been forwarded.
- BS/MS students are not eligible for central fellowship funding.
- It is the goal that all graduate students who are provided with central fellowship funding will be supported financially for the remainder of their academic program from departmental sources (e.g. PI support on grants, fellowship grants, etc.). *However, financial support should only be guaranteed to the student for a period in which funding is firm for students.*
- Central fellowships will not be granted to international M.S. students. NRT fellowships for domestic non-resident M.S. students will be considered for qualified individuals (GRE (V+Q) > 300 (new scale) or 1100 (old scale) and GPA > 3.2).
- Central fellowship funds may be used for an individual student across multiple years.
- The central fellowship funding is for recruitment only. Once an award has been made to a student, those funds may not be transferred to another student. They may, however, be reallocated to the same student during the cohort period.

There are several Graduate Division Augmentation Awards available for domestic students only. These awards are not automatic. Programs must nominate students for these augmentation awards. Please refer to the Graduate Division Fellowship Guidelines for specifics.

- Eugene Cota-Robles Fellowship Award (ECRA)
- Graduate Diversity Awards (Graduate Division augmentation award)
- Chancellor's Distinguished Fellowship (Graduate Division augmentation award)
- Provost Research Fellowship (Graduate Division augmentation award)

To avoid delays in the processing of admission and financial support nominations, please construct proposed fellowship packages that comply with the Graduate Student Fellowship Guidelines for 2016-17. Packages that do not comply will be returned to the program for revisions. Proposed financial support packages and the admission of applicants must be approved by the Dean of the Graduate Division.

Please consult with your department financial administrator regarding commitments of department funds, PI funds, Teaching Assistantships or college GSR funds. The Graduate Division will not be responsible for these funding commitments should they not materialize.

Cc: Dean Reza Abbaschian  
Dean Joseph Childers  
Patrick Hartney