Minutes approved by Council on

**Council Members Attending:**
Tim Ameel- Chair, Mechanical Engineering  
AK Balaji- Senator, Mechanical Engineering  
Michael Barber- Chair, Civil & Environmental Engineering  
Richard Brown- Dean  
Erik Brunvand- Program Director, Computer Engineering  
Milind Deo- Chair, Chemical Engineering Monica Heaton  
K. Larry DeVries- COE RPT Advisory Committee, Mechanical Engineering  
Matthew Hamilton- Graduate SAC Representative  
Robert Hitchcock- Senator, Bioengineering  
Sudeep Kanungo, Senator, Civil Engineering/ EGI  
Xiaoyue Cathy Liu- Senator, Civil & Environmental Engineering  
Shelley Minteer- COE RPT Advisory Committee, Materials Science & Engineering  
John Muhs- ASUU Student Representative  
Ajay Nahata- Associate Dean  
Ed Trujllio- Senator, Chemical Engineering  
Ross Whitaker- Director, School of Computing

**Council Members Absent:**
Orly Alter- Senator, Bioengineering  
Eric Eddings- Associate Dean of Research  
Tatjana Jevremovic- Program Director, Nuclear Engineering  
Robert Kessler- Executive Director, Entertainment Arts & Engineering  
Gianluca Lazzi- Chair, Electrical & Computer Engineering  
Feng Liu- Chair, Materials Science & Engineering  
Meredith Metzger- Senator, Mechanical Engineering  
Florian Solzbacher- COE RPT Advisory Committee, Electrical & Computer Engineering  
Patrick Tresco- Chair, Bioengineering

**Others Attending:**
Jim de St. Germain- College Curriculum Committee Chair  
Geoff Silcox, Chemical Engineering
**WELCOME**
Dean Richard Brown opened the meeting with the following remarks:

**Legislative Session:**
It was a difficult legislative year for the University. As a result of the tension over basketball with BYU, the U’s athletic program is being audited. To placate fans and legislators, in-state universities will participate in a basketball tournament next year (rather than playing each other during the normal season).

2% salary increase approved for faculty and staff. The state provides 1 ½ percent and ½ percent has to come from the tuition increase.

The tuition increase is 3.9%, 3.5% is tier 1 increase and 0.4% is a tier 2 increase.

The truth-in-tuition meeting was well attended by students this year. We are the least expensive PAC-12 school.

Approval to design new medical school buildings was received. The old buildings are not seismically safe and will be taken down. Funding for the project is expected next year; $50 Million is being requested. Engineering’s next building request will not be approved until after the medical school building is funded. We have a formal request for a computer science building.

Additional funds were approved for performance based funding, time to graduation, and retention. We won’t know until June how much money we will get at UofU.

**Rankings:**
The College is ranked 51st overall. The college overall is moving up. Most departments went down, Computer Engineering and Civil Engineering went up. What hurts us the most is acceptance rate rank. We need more graduate students to apply so we can be more selective; the more selective we are, the less yield we will get. We have grown the graduate program with increased research but our applicant pool has not grown proportionately.

Important metrics in the college rankings are Masters and PhD students per faculty. We need to be graduating more PhD students per faculty. We are below the average of all of the schools ranked ahead of us on students per faculty at each level, BS, MS and PhD.

**Space:**
College Clean-up. We have a space crises. We are tight on space because of the faculty we are hiring. We need to be sure we are using our space well. If equipment and supplies are not being used, we need to get rid of them. Between May 9th and 13th, we have arranged with surplus to come and pick everything up. Place unwanted items in the hall to have it removed. EHS will also come and pick up waste.

OSH is coming down. The move out of furniture is starting on April 22nd. The new building will be a bit bigger than the current OSH. Next year, while it is down, we will be really tight on classroom space. Milton Bennion Hall is also coming down to prepare for the new Business Executive Hall, making classroom space even more scarce. We will be monitoring how many
classrooms have fewer than 10 students. There will be some pressure to put smaller classes into conference rooms. Have classes taught on normal time block so it doesn’t knock out a whole other class. Our classrooms are not scheduled by Engineering, but by central scheduling.

**Alcohol policy:**
Changes to alcohol policy. In the past, only the Sr. VPs could approve events that had alcohol on campus. Now Amy Wildermuth can also approve such events. There is a list of buildings where alcohol can be served, and the new Law School has been added to that list. Until the Olympics, the whole University was dry. We have this arrangement and set of rules so that we don’t have any problem with the legislature.

1) An academic Unit can have one event per year where alcohol is served on campus, only in the approved buildings.
2) Have to use a certified server.
3) Cannot have undergraduate students invited to the event, ordinarily.
4) You cannot have a cash bar, the University cannot sell alcohol.
5) Cannot conduct University business while alcohol is being served.
6) There is a new form for requesting permission if the unit is going to handle the alcohol themselves. The old form is still used if an outside vendor is handling the alcohol.

**Engineering Entrepreneurship Certificate:**
We are working with the Business school to teach a couple of courses for our Engineering Entrepreneurship Certificate. Will be available to both undergrad and graduate students. Hopefully we can begin teaching the courses in the fall but it could be the end of fall semester before the certificate is approved.

**RPT Committee and Senate membership:**
Bruce Gale (ME) will replace Larry DeVries (ME) on the College RPT Advisory Committee.

New members of the Academic Senate include:
Hanseup Kim, Electrical & Computer Engineering; Mathieu Francoeur, Mechanical Engineering; Ken Monson, Mechanical Engineering; Alan Dorval, Bioengineering; and Rajeev Balasubramonian, School of Computing. We received one more senate position because of our increase of student enrollment.

Leaving the senate is AK Balaji, Mechanical Engineering; Meredith Metzger, Mechanical Engineering; Orly Alter, Bioengineering; and Robert Hitchcock, Bioengineering.

A special thank you to those who have served on both the COE RPT Committee and Academic Senate. Your representation of the college is very much appreciated.

**Exit Interviews:**
The College will provide an on-line exit interview to help us collect data. Departments are invited to interact with Matt Gautier to make sure the survey meets the department’s needs. Departments can meet with students and have them fill out the survey or email it to them and tell them they have to complete it before they graduate.
**COE RPT ADVISORY COMMITTEE:**
Shelley gave a report from the College RPT Committee. The committee consists of three tenured faculty members with the rank of Professor. In 2016-17, Dr. Shelley Minteer (MSE) will be chair of the COE RPT Committee and the other members will be Dr. Florian Solzbacher (ECE) and Dr. Bruce Gale (ME).

For the 2016-17 academic year, we have 15 RPT Actions: Ten are for 3rd year retention, three are for promotion and tenure, and two are for promotion to professor.

The updated RPT calendar and actions are available on the COE website.

**ACADEMIC SENATE REPORT**
Ed Trujillo highlighted items from the Academic Senate:

A. Executive Committee Report: The senate Ad Hoc Re-Investment Dialogue Committee (RIDC) has been asking for comments from faculty and staff on how the University should invest its endowments, what options exist for investing in socially responsible and environmentally sustainable funds, fossil fuel divestment, etc. Several events were planned – Feb 29, March 3, March 23, March 25 (12:30-2:00). DIGITAL VIDEO RECORDINGS of the panel discussions are available. The committee will be making a report with recommendations soon.

B. Report from Administration: Dave Pershing commented on the recent visit from Mitt Romney, better housing for the ASUU pantry project, and the legislature - looking like a 2% salary increase, $5 M ($1.8 M U of U) base money for market-demand programs, $5 M for performance funding.

C. Report from ASUU: Report on Food Pantry Center, asked faculty to refer students to Mental Health Center (part of Counseling Center) if they need such help; Elections coming up; Spike Lee will be on campus March 28-30 for Diversity activities.

D. Notice of Intent Items

2. Senate Ad hoc Faculty IT Proposal: A new senate committee (Senate Advisory Committee on Information Technology [SACIT]) proposed to work within the IT-governance structure on IT policy and strategy – 12 voting members, with faculty members chosen by Personnel and Elections committee and Senate Executive committee (recommended Tom Cheatham among others) - moved to debate and vote, PASSED after some minor changes

E. Debate Calendar

1. Construction Engineering BS Proposal - CVEEN’s degree proposal - PASSED after a few questions and discussions such as probationary period (2-4 years), how many similar programs in country (12), will have enough faculty (3 new positions allocated), how different from regular CVEEN degree, why offer now (world more complicated).
2. Global Medicine Certificate – we are the fifth PAC-12 school to offer this certificate - PASSED

F. Information and Recommendations Calendar: Career Services gave an Update, Data available on what happens to our students after graduation; student spend typically 6-8 months job searching. Several Graduate Council reviews – none in engineering, biomedical informatics, Human Genetics, Geographic Information Science, Occupational & Environmental Health, Dental Surgery. Prof. Martine Green-Rogers (Theater) awarded the John R. Park Teaching Fellowship.

G. New Business Senate Resolutions for Thomas R. Parks and John K Morris

**DIRECT ADMISSIONS:**
Ajay Nahata reported on direct admissions. There is a lot of interest looking at retention of students, time to graduation, etc. When freshman apply to the University they can check which department they are interested in. Starting now, we have changed to a direct admission model. When students apply to University, if they express interest in engineering, then students with a cumulative unweighted HS GPA of 3.6 or above, minimum composit ACT of 26, math ACT of 28 or SAT of 630 will be directly admitted into Engineering. If the student is interested in a specific department then that department can determine whether they will directly admit them to the department, as well. All other students will be placed into pre-engineering. They will meet with college advisors if they are not admitted into departments. If students change majors, we hope to retain them in the college rather than have them go to majors outside of Engineering.

For 2016/17, offers were made to 673 students for direct admission, and 875 students for pre-engineering. Average GPA 3.89, and average ACT was 28. We will have a calling campaign to help recruit students. Direct admission will allow us to connect to students who are really serious about engineering, and get them into the program earlier.

**STUDENT CLUBS:**
Ajay Nahata gave a report on student club issues. We want student clubs to grow. The Risk Management Office is concerned that if the University is an official sponsor of the clubs, it assumes liability for all of their activities. This might require the U to send a faculty or staff member on all of their trips. If they are not directly sponsored by us, they don’t have access to university resources, and then they could not rent from the motor pool. Use of campus space for club events doesn’t seem to be an issue. Advertising club events doesn’t seem to be an issue. Universities just can’t host clubs unless we send faculty to all events, and assume all liability. There is no university policy and it is gray area. We will seek clarification from Ruth Watkins.

How to handle finances for student clubs is also being evaluated. Who holds the accounts and how are the funds held? How do we handle donations? Who has access to the funds? Companies would prefer to have one point of contact so how do we help with fund raising. Need a written policy so that is clear to everyone on how the funds should be handled.

**DISTANCE LEARNING:**
Milind Deo provided an update on the Petroleum Engineering program. The Masters degree started two years ago. There are 50 students in the program, even with the downturn in oil prices. Twenty new students were admitted in the program for 2016/17. It is a 33 credit hour program; most courses can be taken on-line. Lectures are taped and videos made available the
same day with a time lapse. Excellent partnership with IMS; the department is pleased with how smoothly it is going. The program has 8 on-line courses and a two week field trip, organized through EGI. The program is now seeing some evolution based on the findings of the field trip and from student feedback. There is also a campus component that students can take the courses on campus. Exams are given by a proctor.

The department also offers an on-line sophomore thermodynamics course, taught by Geoff Silcox and co-listed with ME. This year, there were 83 in the on-campus ChE section and and 50 in the on-campus ME section. In the on-line course there were 25 ChE and 11 ME students. Exams were administered at satellite testing center locations. On-line students had slightly lower performance. The on-line course gives students flexibility.

**STUDENT REPORTS:**
Matthew Hamilton reported on the graduate student fly-in. This year we received very good feedback. Students appreciated two breakfast options Saturday morning for students skiing (early breakfast) and not skiing (later breakfast). Only CS faculty members took time to go and meet students at the Silver Fork breakfast. They took time to meet with students that were not with School of Computing. This was appreciated by other students.

Students also mentioned that it was difficult to hear the Associate Dean and other speakers in the Catmull Gallery. The Dean mentioned that the college is looking into an improved sound system and will follow-up on the status of that.

The biggest need for students interested in the University of Utah is finding housing information. Students don’t know where to look when they are not from Utah and there is not enough housing on campus. Peer to peer mentoring can be a big help in this area.

John Mur gave a report on undergraduate student issues.

1) Undergraduate SACs are looking at peer to peer mentoring to help with retention for undergraduates.
2) Student clubs need access to meeting space for leadership. They need to know how to reserve rooms and availability to student groups.
3) Engineering students have a lack of knowledge about the ASUU budget process. ASUU will be working on improving communication with our student groups about the funding process. Funding helps students clubs with travel and social events.
4) Need to increase student involvement in university affairs, such as divergent dialogue, switching over to sustainable energy. Departments can help by communicating such events to students.