COLLEGE OF ENGINEERING
EXECUTIVE COMMITTEE MEETING
July 22, 2004

MINUTES

Present: Dean Brown, Bob Roemer, Patrick Tresco, Michael Kay, Rick Rabbitt, Phil Smith, Larry Reaveley, Marc Bodson, Anil Virkar, Paul Borgmeier (ME), Chris Johnson, Sandy Bruhn, Vicki Jensen

Excused: Marilyn Davies, Joe Klewicki (ME)

Dean Brown expressed appreciation to everyone for attending the meeting. He welcomed Paul Borgmeier, Assistant Professor and Director of UG Studies in the Mechanical Engineering Department. Paul was representing Joe Klewicki who was on vacation. He also welcomed Patrick Tresco as Associate Dean for Academic Affairs. He thanked Bob Roemer for serving as interim dean over the past six months.

ANNOUNCEMENTS

Bob Roemer reported that the annual safety class has been scheduled for September 10 at 3:00 p.m. in 105 EMCB. Reminders have been sent to all faculty. Bob asked the chairs to encourage their faculty and graduate students to attend.

The next Executive Committee Meeting will be on August 26.

Incoming President Young is going to meet with faculty and staff across campus. College of Engineering faculty will be grouped with the Colleges of Science and Mines & Earth Sciences and will meet with President Young on Monday, August 30, at 9:00 am in the Gould Auditorium of the Marriott Library. Meetings with staff will be held the first part of September.

DISCUSSION ITEMS

Returned Overhead
University administrators are considering a change to the financial model for the University on the research side, which would result in a defined percentage of overhead being returned to institutes or colleges, departments and PIs. Appreciation was expressed to Rick Rabbit, Anil Virkar and others who have argued for such a change. Some time would be required for any such change as this to be approved and implemented, but the dean is excited about this possibility, as it would stimulate research.
Technology Transfer
Jayne Carney, Director of the TTO, will be leaving the University. Brent Brown, the Associate Director, will step in as interim director while a search is conducted. Dean Brown and John Mauger, Dean of the College of Pharmacy, will co-chair the search committee. Dean Brown recently met with Jayne and Marshall Wright of L-3. This meeting is expected to lead to meetings between the respective VPs and to negotiations that will repair relationships between L-3 and the University.

Dean Brown reported that there will be a meeting of the Tech Transfer Task Force on July 28. Members of this committee are from our Industrial Advisory Board and the Engineering National Advisory Council.

Space Rearrangements with Move to the Warnock Engineering Building
Dean Brown gave an update on the new building and Michael showed pdf files of preliminary floor plans.

A meeting was held with Dean Brown, Patrick, Marilyn, and Chris to look at space rearrangements when the new building is completed. SCI and a computer group from the School of Computing will move to the new building, leaving uncommitted space in MEB, and with the move of the Dean’s Office, there will also be space available in the Kennecott Building. Michael presented a map showing an initial proposed assignment of space in MEB after the move; he will send electronic copies of this to all chairs.

Dean Brown commented that we hope to take possession of the new building by June 2006 so we can move in and be ready for the start of Fall Semester. With Ted Jacobson as the contractor, we expect the building to be done on time.

Safety and Cleanliness
Dean Brown commented that over the next year or so he would like to improve the cleanliness and safety of MEB. A couple of possible options to improve on the custodial care of the building were made by members of the committee: having department-centered custodial staff where faculty and staff interact, or having a student-based custodial and grounds service. People tend to take pride in ownership. Dean Brown stated that we need to let faculty know that they are not to dispose of things in the hallway.

Marc asked if there were resources to remodel MEB. Dean Brown commented that the budget for the new engineering building does not provide for moving or remodeling. However, we definitely want to make MEB a nicer space, and will look for funds to do so.

Proposal for College-Wide Faculty Activity Report
Dean Brown reported that we would be well served if we had a common faculty activity report across the College. A draft of a Faculty Activity Report (FAR) was distributed. The College or departments should give faculty as many of the numbers as possible to reduce the effort required to fill them out. Michael has assured us that he can provide, on a per faculty basis, the research expenditures per project. The figures will be extracted
and sent to the chairs so they can give them to the faculty. In evaluating service, Dean Brown recommended that chairs take input from the chairman of the committees on which the faculty member has served.

Phil felt that the last page of the proposed report, a disclosure of conflicts of interest, should be removed as it is not consistent with the University Conflict of Interest Policy. The new policy was put into place last December and people need to be educated about this new policy. The COE can take the lead by educating our faculty. Currently, the University only has an individual conflict of interest policy. The Board of Regents has been asked to create an institutional conflict of interest policy but this has been put on hold for President Young. Phil commented that there is one other university that has established an institutional policy and other universities are beginning the process.

Phil also commented on page 9 of the proposed FAR, a disclosure of consulting activity. The University policy regulating consulting seems to apply only to regular work days, not to weekends or vacation days. Dean Brown stated that we want to improve our relations with industry and if we know for which companies faculty are consulting, doors can be opened. Dean Brown commented that chairs have more power to raise the quality of faculty performance than anyone does. He encouraged the chairs to sit down with each faculty member and talk with them about their activities and goals, and ask how they can help them. Marc recommended putting the consulting policy on the top of the first page of the report with space for faculty to list the companies for which they have consulted. The executive committee supported a proposal to include the U’s consulting policy on the form and to provide space for faculty to list companies for which they have consulted.

The draft FAR will be sent to the chairs in pdf format; chairs should edit by inserting comments and return to Dean Brown by July 29. Phil commented that if we are going to use the FAR, it should be ready to present at the department faculty retreats this year.

Dean Brown commented that John Warnock is the best friend of the College and we should encourage use of Adobe’s tools across the College, not only because of our connection to John, but because Adobe’s tools are far superior to their competition.

Dean Brown stated he enjoyed the interaction at the meeting and thanked everyone for their great comments.