College of Engineering
Executive Committee Meeting
October 28, 2004

Present: Rich Brown, Bob Roemer, Patrick Tresco, Marilyn Davies, Michael Kay, Rick Rabbitt, Phil Smith, Chris Pantelides (CVEE), Marc Bodson, Anil Virkar, Joe Klewicki, Chris Johnson, Sandy Bruhn

Excused: Larry Reaveley, Vicki Jensen

Dean Brown welcomed Chris Pantelides to the meeting; Larry Reaveley was out of town.

Announcements/Updates:

The next Executive Committee Meeting will be held on November 18, at 2:30 p.m. The time change is due to a conflict with a CAD meeting that day.

Marilyn Davies reported that during the groundbreaking ceremony, which was held on October 14 and 15, she received $45,000 in new gifts and a planned gift in the amount of $556,000. There was a discussion on the effect construction of the new building will have on classrooms during construction of the new building. The ME conference room in the basement of MEB has been officially listed with Scheduling as an available classroom. The School of Computing conference rooms will be available only to the College for use as classrooms. Scheduling will be done through the School of Computing.

The interviewing process is underway for the director of Tech Transfer. After the director has been hired, the search committee will continue to serve as an advisory body for industry-related matters.

Brief Items:

Name Change of EMRO
A letter to Dave Pershing, SVP for Academic Affairs, has been submitted by Larry Reaveley and Anil Virkar requesting that the name of EMRO be changed to Civil & Environmental Engineering and Materials Science & Engineering. Dean Brown asked the committee members to send him suggestions for a shorter name, if an appropriate one could be found, as we are getting push-back from the University for the longer name.

FAR Deadline
The deadline for the 2004 FAR will be February 15, 2005. Michael will have a report prepared as early as possible in January detailing research money by activity/project number. This report will be updated every six months.
Sabbaticals
Colleges across campus have the option of managing sabbatical leave recommendations according to either semesters or dollars. For 2005-06, the College of Engineering has three semesters or $533,345 available. Dollars will be used to manage College sabbatical requests. Chairs were asked to announce to faculty that they should request sabbaticals soon, as not all requests will be able to be granted.

Differential Tuition
It is felt that it would not be in the College’s best interest to implement differential tuition while receiving funds from the Engineering Initiative.

As the Legislative season begins, the Legislators will be interested in the availability of jobs for our graduates. Marilyn will prepare a survey that will be sent to our alumni to help gather reliable data on engineering job opportunities. It will be important to show the Legislators that our graduates are finding good positions in Utah.

New Programs
The moratorium on new degrees has been lifted. However, John Francis, Assoc VP for Undergraduate Studies, would like to review all new programs before they are officially submitted for approval. Patrick Tresco is taking the lead on establishing an Engineering Honors Program, which it is hoped will begin next fall.

AudioVisual in Warnock Engineering Building
There was a discussion on basic data connectivity. It was agreed that outlets should be available for laptop connections in classrooms, seminar rooms, and study areas. Wireless connectivity will be available throughout the building. Hard-wired ports will be available in one large classroom and conduit will be put into other classrooms in the event that wired-ports are needed in the future. Simplicity of operation will be key in room lighting and projector controls.

Climate and Retention
Dean Brown read a letter he received from a graduate of the College expressing the negative impression he has of his experience in the College.

A discussion followed on what to do to retain students and send them away feeling good about the U. This is going to require cultural changes and changes in faculty attitude. There are three times more students (excluding transfer students) who start in engineering than graduate. We should be keeping at least two out of three. CVEE is an example of best practices for retention. Traditionally, “filter classes” have been used to separate out students who weren’t able to handle the rigors of engineering requirements. But in this filtering we are losing capable students who maybe are just overwhelmed and not as prepared for the University pace as they should be – but with a little help, quite capable of doing well in engineering. Rather than “filter classes”, we should provide mentoring for undergraduates similar to what we do for our graduate students in an effort to help them succeed. It was suggested that mentoring sessions be set up for the more challenging classes; older students could mentor the younger students and receive service
hours in their student professional societies. There is the possibility of having refresher courses such as math for students who take a leave of absence.

A common first year of classes that will translate over to any department within the College was discussed and the chairs supported further investigation of this option.

The point was made that if you want to change faculty attitudes, the RPT process needs to be changed. It is important that faculty understand that teaching, as well as research, is critical to promotion and tenure. Dean Brown stated that he will send a clear message to young faculty emphasizing this.

**College Council**
Last year, as chair of the College Council, Patrick Tresco had the Council work on strategic planning. The College Council will become an advisory council to the College Executive Committee. Patrick will convene the Council sometime in the next two weeks and give them the charge to work on climate and retention.