COLLEGE OF ENGINEERING
EXECUTIVE COMMITTEE MEETING
September 16, 2005

MINUTES

Present: Richard Brown, Patrick Tresco, Rick Rabbitt, Phil Smith, Marc Bodson, Anil Virkar, Kent Udell, Martin Berzins, Milind Deo, Sandy Bruhn, Vicki Jensen

Excused: Marilyn Davies, Michael Kay, Larry Reaveley

ANNOUNCEMENTS / UPDATES

• Dean Brown welcomed Kent Udell, the new chair of Mechanical Engineering, to the meeting.

• Jim Brasseur has accepted the offer as Associate Dean for Research. In January 2006 he will start at 20% FTE and increase to 1.0 FTE when he moves to Utah in May.

• Jennifer Angell has been hired as the College Graphic Designer. She will work on all publications, development requests, PR pieces, and web content. All were encouraged to share web content that might be useful to other units.

• Chairs were reminded to submit nominations for the TCO Technology Assessment Board. They should submit names directly to Brian with a copy to the dean. Brian’s e-mail address is bcummings@tco.utah.edu.

• The customization of ApplyYourself has been delayed slightly because the company is relocating its facilities. The departments will be notified as soon as the program is ready for our use.

• In response to the invitation to suggest FAR modifications, Martin Berzins sent Dean Brown a revision, which basically combines questions to make the FAR shorter. Dean Brown reviewed the FAR noting the suggested changes. There was a motion to reduce the number of publication categories to: 1) Refereed publications, 2) Unrefereed publications, 3) Books, book chapters, and book reviews. Martin seconded the motion. The vote was 5 in favor, 2 opposed. Martin made a friendly amendment to add 4) Papers published in reviewed conferences and archival proceedings, and 5) Papers published in non-reviewed conferences. Mark Bodson seconded the motion. Changes will be made to the FAR and sent to the departments.
DISCUSSION ITEMS

Kresge Foundation Visit
Marilyn Davies and Dean Brown visited the Kresge Foundation on September 8. It was a worthwhile trip and provided guidance in preparing our final proposal. The Kresge grant is a matching program and contingent upon our portion of the funding being met. They suggested a request of $1M, which will be about 20% of the remaining balance of our campaign goal. We will submit our proposal November 1, and the decision will be made in March, which gives us between 6 and 10 months to raise $4M. Kresge will count donations of equipment and software and industrial funded research as part of these matching funds. Money coming from the state, other than what was initially provided, will not be counted towards the matching amount. Dean Brown asked the chairs to send information on sizeable software and equipment donations they expect to receive in 2006 to Marilyn Davies to help in our preparation of the final proposal.

Continuing Education
The U has a proposal that if we offer a set of courses through Continuing Education, they will give us a bonus in SCH. For more information, contact Chuck Wight at 581-8796 or Chuck.Wight@utah.edu.

New Interdisciplinary Courses
Funding from Central Administration is available to support new interdisciplinary courses. Support will last for two years, with the second year being at a lower level. Contact John Francis for further information.

Policy on Reduced Appointments
A discussion was held on the principles that should be applied to reduced FTE appointments in order to make them defensible to auditors and equitable across the College. This discussion will continue at the October meeting.