COLLEGE OF ENGINEERING
EXECUTIVE COMMITTEE MEETING
May 19, 2006

Minutes

Present: Richard B. Brown, Patrick Tresco, Michael Kay, Marilyn Davies, Rick Rabbitt, Geoff Silcox (Phil Smith), Larry Reaveley, Marc Bodson, Dinesh Shetty (MSE), Kent Udell, Martin Berzins, Sandy Bruhn, Vicki Jensen

Excused: Milind Deo, Phil Smith (ChE), Anil Virkar (MSE)

Announcements/Updates:

Web Content Management System
Dean Brown reported that the University is going to acquire a web content management system (Vignette), a commercial software package. This searchable database will accommodate interdisciplinary searches, match industry with researchers, and find experts to speak with the media. The company claims the information will be protected at different levels of data. Faculty would not have to program their own web pages as the system would use data from various sources, including PeopleSoft and keep information automatically updated. After discussion, there was consensus among the Committee members that the College should be part of this system. Faculty would enter their FAR information directly into this data base on an annual basis. Information from the FARs would automatically move over to individual web based CVs.

Recruiting Opportunity
Dean Brown received an e-mail from an AP Calculus teacher from East High School that he met at a recent parent teacher conference, asking if he would speak to his class. Dean Brown accepted and prepared a Power Point presentation highlighting engineering and the U. The class was mostly juniors and more than 50% were girls. He suggested that the chairs encourage their faculty to contact schools and see if they would be interested in having them as guest speakers. Dean Brown will be happy to share his presentation with anyone interested in taking the opportunity to visit local schools. This is a great recruitment tool.

Campaign for Excellence
Marilyn Davies distributed copies of the recent Campaign for Engineering Excellence brochure; 13,000 pieces were recently mailed. This mailing is usually done in the fall but with our Kresge Challenge underway it was included with our donor ask brochure. Good progress has been made towards our Kresge Challenge. $250,000 has been received from Micron. Our industry partners are very enthused about the Gallery in the Warnock Engineering Building and a couple of them have asked us to prepare a proposal detailing a request for funding. We also have significant donor prospects. Part of the purpose of the Kresge Challenge Grant Program is to encourage opportunities to develop new
relationships and strengthen old relationships. Gifts to the specific department campaigns will also count toward the Kresge Grant.

ENAC Meeting Recap
Dean Brown thanked those who were able to participate in the ENAC Meeting on May 12. It is important to do a post-mortem on events and think about how we can be more effective in the future. The day was well spent discussing USTAR and Kent Bowen’s presentation on the Evans and Sutherland era. It was agreed that in order to increase our ranking, we need more effective PR – continue College and department mailings, designate a link on the College website about our involvement in USTAR, do better in all metrics.

College Statistics
Dean Brown gave a Power Point presentation on various College statistics, which he will send to members of the Committee and post on the web. He suggested that the chairs discuss this information at a department faculty meeting.

It was requested that the deadline for FARs next year be moved to March 1 in order to give Michael Kay more time to generate research funding information for each faculty member.

The U.S. News ranking of best graduate engineering schools ranks the College at 58 out of 187 degree granting engineering schools. Marilyn Davies stated that our alumni do care about the rankings. If they see their department ranking fall, they feel their degree is devalued. Kent Udell commented that our rankings feed back into the number of Ph.D. students that apply to our program. Department websites should announce opportunities (funding, etc.) available for good Ph.D. students. We need to be more aggressive in student recruiting.

Dean Brown commented that the U.S. News rankings are the rankings that receive the most attention, but the report most trusted is the NRC Assessment of Research Doctorate Programs. A handout was distributed explaining the taxonomy and methodology of the NRC Assessment. The NRC has contacted the University and asked for a list of available programs. In September and October the NRC will mail questionnaires to faculty and students across the campus. It is important that the questions are answered honestly and answers are consistent throughout the College. The ranking process should be completed by December 2007.

Parental Leave Policy
Dean Brown reported that the parental leave policy for regular faculty passed the Trustees on May 8, making it an official University policy. When a faculty member gives birth she is able to take parental leave for one semester at 95% of her annual base salary during that semester. A person who is not the child’s parent but is the primary care giver can also take parental leave for one term at the 95% support level. This applies all across campus except the medical school which is working out their own policy. The cost of support will come out of the faculty member’s department budget; however, the
SVP office has committed to provide $3,000 to departments per leave to help cover replacement teaching costs.

Dean Brown commented that in November 2005 he organized a committee chaired by JoAnn Lighty, with members from the Colleges of Mines and Science, to look at issues related to women students and faculty. The committee recommended a parental leave policy where faculty would receive 100% support for one semester.

Dean Brown commented that it might serve the College well to establish a policy as follows: “Assuming College of Engineering faculty who are on parental leave continue to manage their research projects and their graduate students, the College will pay them 100%.” This policy would differentiate us from the rest of campus and show our faculty that the College supports a family friendly environment. This would be a formal agreement signed by the faculty member acknowledging their ongoing responsibilities.

Kent Udell reported that the ME faculty are supportive of the parental leave policy. The College needs to have a policy that the faculty sees as generous. Dean Brown commented that in this body (Executive Committee) the policy can be changed so it is in effect next year. He asked for a motion to accept this policy change. Kent Udell moved that the policy be accepted; Larry Reaveley seconded the motion. All were in favor. Dean Brown will write a formal policy and send to the chairs for their suggestions. Larry Reaveley felt the document should be called an Augmentation of the University policy.

**Tutoring Program**

Dean Brown commented that we have a wonderful opportunity to receive free manpower and womanpower in the form of tutoring for our students. The Honors in Engineering Program requires students to participate in a minimum of two approved service opportunities. Tutoring would create an environment of student helping student and give the students a sense of community. After discussion it was decided that Dianne Leonard, Academic Advisor in the College outreach area, would be the logical person to coordinate this program. It was suggested that consideration be given to having tutors the students’ first two years. The program will be staffed by students who have gone through the classes the previous year or two. Dean Brown requested input from each department on what courses will be most helpful for students to have tutoring available.

**Common First Year**

Dean Brown reported that the first year committee is almost organized. He is waiting to hear from two more people and then it will be launched.

Dean Brown commented that we are not planning on having an Executive Committee meeting in June or July. If something comes up where we really need a meeting we will let you know. Have a wonderful summer!

The meeting adjourned at 3:20 pm.