College of Engineering  
Executive Committee Meeting  
August 30, 2006  

Minutes  

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

Excused: Marilyn Davies  

Dean Brown welcomed everyone to the first meeting of the academic year. He also introduced Paul Tikalsky, new chair of Civil & Environmental Engineering as of August 1, 2006.  

The chairs reported on items discussed at their department retreats. Faculty input is important to the success of each department and department retreats provide an opportunity for this exchange of information.  

Paul Tikalsky - CVEE  
- New freshman initiative designed to ensure better courses at the freshman level.  
- Department ABET committee organized.  
- Best use of resources in the coming years.  

Rich Rabbitt - BIO  
- The BIO retreat will be held on September 15 and 16 in conjunction with the Mountain West Biomedical Conference sponsored by the Bioengineering Department.  
- Undergraduate enrollment has decreased; graduate enrollment has increased.  

Kent Udell – ME  
- Challenge dealing with the increase in students and the limited classroom space. Options are to either hire more faculty or to limit enrollment.  
- Rebrand the department to make it more interesting to female students.  
- Add a professional requirement to the undergraduate curriculum.  

Dean Brown commented that an IGERT proposal is being submitted by faculty from engineering, business, and law. It focuses on technology transfer and is set up to provide student support during their 4th and 5th years of Ph.D. study. Plans are for business and law to develop courses for senior and graduate engineering students (no prerequisites). Engineering would develop a course on technology for law and business students. Dean Brown invited ideas on how best to present such a course.  
- There is cautious optimism regarding the department move to the Kennecott Building. One concern is safety.
Michael Kay recently spoke to the Civil Senior Design Course asking the students to do an analysis of a bridge across the road from the Kennecott Building to campus. Over the years several projects from this group have been implemented, such as the bike trail paths up Big Cottonwood Canyon, parking solutions around the Capitol, Legacy Bridge, and the foot path across Parleys Canyon. The University has invited Larry Reaveley to do a seismic study on buildings across campus, which will include identifying and addressing concerns in Kennecott.

Phil Smith - ChE
- Research funding within the department and how to use the strengths we have to build other areas.
- ChE will be video taping and streaming videos for two ChE classes this semester as part of a pilot program initiated by the University. The hypothesis being tested is that this will improve the quality of teaching and leaning. The University is providing an assessment group; the department is funding the cost of the taping. For other departments interested in this program, IMS offers training on video taping and streaming videos. The faculty member owns the content of his/her teaching materials.
- 2007 marks the 100th anniversary of ChE. The first graduate from ME was in 1907. Activities are being planned with the goal of developing better relations with the department alumni. Coincidentally, the ACS national conference will be held in Salt Lake City at the Salt Palace on September 21, 2007. ChE plans to host activities to attract conference participants to campus.

Marc Bodson – ECE
- ECE enrollment is fairly flat but looks promising for the future. There was a large shift from CE to EE.
- Improving the speaking and writing ability of students and coordinating efforts with CLEAR.
- Distance education. Will offer a few classes at the graduate level next spring similar to the format of ChE.
- Clinics Program: Teams of senior students do projects which are supported by industry. Hoping to be able to designate space specifically for the Clinics Program.
- Difficulty in funding lab equipment. Dean Brown commented that BEEF opportunities will be available again in the future.

Martin Berzins – SofC
- Producing PR mailing—a comprehensive annual report from information gathered from the FARs.
- Funding concerns.
- Ways to broaden the appeal of our classes and make them more accessible to people who aren’t from traditional backgrounds.
- Outreach efforts coordinated with the College to ensure consistency. Internships and more collaboration with industry.
- Possibly bringing in an external panel next summer to do an evaluation of the department.
- USTAR hires.
Anil Virkar - MSE
- The department retreat will be held mid-year. The biggest concern is research funding. We need to concentrate on encouraging our faculty to become more active in their research.

Announcements/Updates

Warnock Engineering Building Update
Dean Brown reported that the dedication of the Warnock Engineering Building is currently scheduled for December 15. Michael Kay commented that the outside building structure should be done in September and the landscaping in November.

Dean Brown commented that there is a tentative schedule for classes to be taught in the Warnock Engineering Building this spring semester but they are currently scheduled in other buildings. However, if Warnock is ready for occupancy by spring semester, classes will move to the new building. The goal is to make sure as many engineering classes from all departments as possible, that are the right size for the four classrooms, are held in the Warnock Engineering Building.

Web Content Management System
Dean Brown reported that a meeting is scheduled for August 31 with the Director of Media Solutions of the Office of Information Technology, along with others in her group, and representatives from the Dean’s Office, to discuss the University web content management system.

Michael Kay commented that the implementation of E-Proposal is targeted for January or February 2007. The benefit of this program will be a more consistent data base of information on PI’s.

Policies
Parental Leave Augmentation – On July 10, Dean Brown sent an e-mail to the Chairs with a draft of the College formal policy on parental leave and asked for their review and suggestions. Four responded in favor of the policy presented. Dean Brown asked for a vote of those present at the meeting. All voted in favor of the College of Engineering Parental Leave Augmentation Policy. Phil Smith had left the meeting but was one of those that had previously responded with a favorable vote by e-mail.

Reduced Appointments – At the October 2005 Executive Committee Meeting Dean Brown read a draft of a proposed policy on reduced appointments and asked the chairs for e-mail input on any suggested changes to the policy. All were in agreement with the policy as written. A copy was again distributed for review.

Technology Titans
Dean Brown reported that two students from Engineering, Katie Trieu from Chemical Engineering and Jeff Walker from Bioengineering, were selected as Student Directors for
the Technology Titans Innovation Challenge. He asked the chairs to remember to get their seniors doing capstone design projects involved. This competition is modeled after the Entrepreneurial Challenge.

Changes to PPM 9-8
Milind Deo presented a draft of the latest changes to PPM 9-8, Faculty Regulations - Graduation. The chairs were asked to review the draft and send their suggestions to Milind. They will be used to create a college response to the revisions. Dean Brown commented that the general intent of the changes is that a student should be allowed to graduate under the rules that existed for their program of study when they entered the program. It is in the best interests of all that students view the College as reasonable and supportive. Marc Bodson felt that this document should be available for all faculty to review.

Discussion Items

First Year Committee
Dean Brown commented that the common first year program should be an item currently under active discussion in each department’s faculty meetings. We have an excellent First Year Committee comprised of Doug Christensen as Chair, Phil Smith, Neil Cotter, Bob Roemer, Al Davis, Dinesh Shetty, Torch Elliott, Milind Deo and Dianne Leonard. He encouraged the chairs to talk to committee members about suggestions they might have in creating a common first year program.

Statistics
Dean Brown then reviewed a slide presentation showing various statistics: instructor scores, research expenditures, research awards, ranking, and student to faculty ratios. A complete set of these slides along with slides presented at the Fall Faculty and Staff Meeting will be sent to the chairs and will be posted on the College website. He asked that the data be discussed in the departments’ faculty meetings. Departments and individual faculty members need to know how their performance compares; this is an opportunity to thank and congratulate people for a job well done.

Budget
Dean Brown reported that research expenditures are up in the last fiscal year ($930K increase in overhead returned), but research awards by unit are down a little this past year based on OSP numbers. We are expecting a cut in returned overhead from the University of 1.5% of the overhead (10% cut to the 15% overhead return that most colleges receive). The College already takes a cut in returned overhead proportional to overhead received by the University. It would seem that this should make us exempt from an additional cut; however, that may not be the view of the administration.

How do we keep the Engineering Initiative growing? A goal of the Engineering Initiative was to double engineering graduates in five years. Originally we were to receive $7M in ongoing funds; however, we have only received $5M and considering the budget cuts,
that amount was reduced to $4M. Engineering is graduating 61% more students than in
1999. According to John Sutherland, chair of the TIAB and member of the College IAB,
there is a high demand from local industry for engineering graduates in this state. Our
industry partners are very supportive of engineering and will tell our story to the
legislators. We feel optimistic about the Initiative continuing.

Martin Berzins asked if it would be a good idea to change our model of admitting
students. Texas has a long running experiment of admitting the top 10% students from
each high school. Dean Brown commented that this might encourage students who
would not otherwise go to college. This is a University level discussion.

Student Recruiting
Dean Brown commented that this is the time of year to start planning for graduate student
recruiting. He recommended that each department discuss and formulate their recruiting
strategy.

Development
In July, Dean Brown met with Carol Hunter, VP of Rocky Mountain Power. There is
possibly $40K/year of funding available from Rocky Mountain Power. Dave Richerson
from MSE already has a proposal ready to go to them. Rocky Mountain likes to fund
outreach related research. Dean Brown asked the chairs to think about things they really
need support for and send their proposal to Patrick Tresco. They will be reviewed,
organized into a formal document, and sent to Rocky Mountain Power for consideration.
Because of Rocky Mountain Power’s desire to be connected to the College, this is a great
opportunity for us.

Dean Brown asked Paul Tikalsky to describe his recent development activities. He
commented that Penn State was starting a $2B development campaign and so he
participated in development training. He passed around a one page PR mailing he has
created highlighting Civil Engineering at the U. He offered the template for the other
departments’ use.

Most universities have a dean’s circle and a president’s circle. Why not a chair’s circle?
This could be a wonderful opportunity for collaboration between departments and their
industry partners, while also providing an opportunity to reengage our alumni and recent
graduates.

Dean Brown commented that he is very supportive of chairs being involved in
development. There are people who feel a close affinity to a specific department and are
very generous in their support. The departments are the ones who can be most effective in
getting them involved. Marilyn Davies should be kept in the loop on all development
activities.

Patrick Tresco reported that he has been in contact with the engineering director at Hill
Air Force Base, the second largest employer in the state. They have an extra $2-3B to be
awarded to subcontractors to help find solutions to some 80 technical problems. Patrick’s
role will be to try to match their needs with our faculty. They see the U as a preferred partner. Patrick will put a link on the College website with information regarding opportunities at Hill.

Dean Brown expressed his appreciation to the chairs for all that they do. There is a lot of momentum across the College. We need to support and encourage faculty to make this a better place and we need to make it a lot easier for faculty members to succeed in their endeavors.

The meeting adjourned at 12:10