College of Engineering  
Executive Committee Meeting  
July 18, 2014  
1:00-3:00 pm  
Eccles Board Room

Excused: Monica Heaton, Milind Deo, Ajay Nahata  
Guests: Geoff Silcox, Mike Kirby

Calendar
- August 18 New Faculty Orientation 8:30am - 4:30pm, 1850 WEB  
- August 22 Fall Faculty & Staff Meeting 2:00pm, L104 WEB  
- Sept 5 Ed Catmull Book Signing 5:00pm, Catmull Gallery  
- Nov 14 ENAC

Discussion Items

Student Honor Policy: Cheating – School of Computing Cheating Policy presented by Ross Whitaker & Mike Kirby.

This is a good time to develop your own policy and there is still time to put it in your syllabi as you prepare for the upcoming school year. It is also a good topic to talk about in your upcoming faculty retreats.

Main points or the power point presentation:
- Any class that relies on projects reports, etc. is particularly likely to have cheating. Plagiarism is rampant these days; plagiarism and falsifying results are huge issues in academic and professional misconduct.
- Some universities have “honor codes.” Faculty who have come from those universities are particularly troubled by the cheating they have seen here.
- Departments should have a discussion about cheating in their retreats: SoC convinced faculty to adopt a consistent, firm policy, and to follow through when students are caught. This is teaching ethics by example.
- The SoC policy is their interpretation of the U's regulations. The University policy includes some general definitions and process, but it leaves the definition of cheating and the sanctions up to professors and units.
- The policy must provides a mechanism for student appeals if the professor, unit and student cannot agree.
- There are two parts to meeting the regulations: 1) There must a be clear articulation of what is acceptable and what is not in each course, and there must be documentation that students were aware of the rules and department policy; and 2) a process must be defined (the SoC shared their flow chart). The process starts by giving the student a chance to explain themselves.
• The SoC has a two-strikes-and-you’re-out-of-the-program policy, and an agreement among faculty to fail student for the course for any provable cheating offense.
• Grads sign a form in which they acknowledge awareness of the policies. Undergrads acknowledge awareness of the policies in their major application form and in class documents.
• Department Administrators help faculty who bring cases forward: staff know procedures and take care of paperwork and boilerplate letters.
• SoC keeps record of sanctions to enforce the two strikes rule.
• ME is working on their policy. They already have an online agreement which students sign. They are happy to share it with other departments.
• Cross-check and Turnitin are a commercial programs that check for plagiarism. Turnitin is available in Canvas.
• Ross & Tim will send information to Rich and he will send it to the other department chairs. Please use this topic as a discussion for an hour at your retreat. Looking towards the future, it would be great to have a uniform policy across the college.

Staff Survey

Jeff Herring - Summary of Engineering Survey
Dean Brown sent each department Chair their results from the Employment Staff Survey. One key point from the survey summary is that our staff are happier than most places on campus.

HR Changes (Embedded staff)

The Dean’s office is currently interviewing for another writer for the college and we will be in a better position to help with your writing needs.

Dan Hixon is available to help your departments with their photography needs.

Nathan Weston has helped several departments with their websites, which look better and more uniform than before.

Would the departments be interested in buying some time of a college writer and web person who could help with PR with website maintenance? A little investment from the dept. could alleviate the need to hire your own full time person.

ECE – needs someone to maintain social media and help with their PR.
BIO – yes, interested in a writer but they want to be assured of priority.
SoC – yes, but also concerned about the allocation of time.
USTAR Announces Changes

Gregory M. Jones, Ph.D., M.B.A., Associate Director of the Scientific Computing & Imaging Institute, has been appointed Assistant Vice President for Research. His responsibilities will include managing staff working on budgets, space assignments and commercialization for the university's USTAR program, facilitating interactions of USTAR faculty with the USTAR authority, and improving the university's management of relationships with Utah Industry. He will report to the Vice President for Research and divide his time between the new position and his current one.

Because of the diversity of the USTAR teams, most were not looking for a science director. Tom Parks had the idea to hire Greg Jones. Although he's not faculty, he knows how to work with faculty. He will also take over some of the work done by Patti Ross.

Ivy Estabrooke, new director of USTAR, recently met with Marilyn & Dean Brown. They are optimistic that USTAR is going to move forward as she understands the issues and how things work in the academic environment. This will be a good opportunity for Ivy to influence Greg Bell regarding the U's model for USTAR to pay ongoing salaries for USTAR faculty members.

**Overhead Return Model** – Ruth Watkins & Tom Parks agreed and were supportive that we should simplify overhead return so that it’s the same for all faculty. Dean Brown also suggested that instead of handling the USTAR salaries differently, it should be put into the departments and paid out as regular faculty pay. They agreed that would be a better system.

**Space Management** Greg Jones will manage USTAR space at the top level. The tasks of moving people around within a group or assigning offices will be done at the department level.