College of Engineering
Executive Committee Meeting
April 17, 2015
1:00-3:00pm
Eccles Boardroom

Calendar
April 22  Jr. Faculty Meeting (Yrs 1-2)  1:00 pm, Eccles Board Room
April 23  Meet an Inventor Night
April 28  Shell GameChanger Seminar  9:00 am – 10:00 am
April 30  Jr. Faculty Meeting (Yrs 3-5)  10:00 am, Eccles Board Room
May 1    ENAC Investiture (RSVP)  3:30 pm, SMBB Auditorium
May 7    Commencement Dinner  5:00 pm, BTS Arts and Education Bldg
         Commencement Processional  5:50 pm
         Commencement  6:30 pm
May 8    Convocation Line-up  8:15 am, West Tunnel
         Processional begins  8:45 am
         Convocation  9:00 am
May 19   NSF CAREER Workshop  9:00 am - 1:00 pm

Announcements/Follow-up
• Graduate Fellowships- the purpose of the fellowships is primarily to attract top PhD students. Faculty start-up, returned overhead, and project funds can be used to provide the financial support required for years 1-5.
• W.W. Clyde Visiting Chair Recipient- Dr. Rodolphe Vaillon from Universite de Lyon in France. Dr. Vaillon’s expertise is in radiation heat transfer. He plans to collaborate with several faculty members.
• Scholarships- The 2015/16 scholarships results are not final, some departments are not finished. To date, we have issued 350 scholarships worth approximately $1.1M.
• Distance Education call- Programs need approval to offer degrees in other states, contact Amanda Babcock in General Council for assistance.
• Retirement Incentive Program and Faculty and Staff
  – Dean will meet with those eligible.
• ASEE Engineering Research Council Report
  – Representatives from many of the government funding agencies made presentations about their funding priorities and anticipated funding levels for FY2015. PDF copies of their presentations available for your review are located at http://www.coe.utah.edu/asee_erc.
  – More proposals are being returned without review, any minor item will cause the proposal to be returned without review. It is important to follow the grant proposal guide exactly. It changes all the time, so look at it every time for each proposal.
  – Faculty should consider other funding sources and not focus on just one agency.
• ASEE Engineering Dean’s Meeting
  – The Grand Challenges program was a major emphasis, with a focus on energy. Many schools vowed to annually graduate at least 20 students in the grand challenge program. Utah does not have enough students involved to make the same guarantee. We need to encourage more students to get involved.
  – Dean Brown and Dr. Thomas Byers co-organized an entrepreneurship and innovation session. Topics addressed developing a healthy commercialization ecosystem; leveraging innovation and
entrepreneurship to improve student outcomes and diversity; and how to engage students as leaders of change.

- Service learning is being incorporated as part of many programs, and has been shown to increase retention. Fifty percent of the participants in service learning projects are women. Service learning projects give students the opportunity to solve meaningful, real-world problems with tangible results. Departments may want to look for more senior project ideas that have a service-learning component, which could include international opportunities. Engineering for Change, [https://www.engineeringforchange.org/](https://www.engineeringforchange.org/) provides a list of project ideas that could be done.
- Budget cuts continue to loom at many schools. Illinois is taking a 21% cut and North Carolina is in its 7th year of budget cuts. There are many places that are going through tough times. However many places are now growing which means we are going to be competing with more schools. For example, the University of Michigan will have 40 open faculty slots open next year.

**Discussion Items**

- **ABET**
  - Self Studies were due this April 15.
  - Exit Interviews are important for ABET and in light of the fact that we now have to start reporting on job placement to the State.
    - Students may participate in individual or group interviews.
    - Departments could consider having students fill out the form in a senior project course, senior seminar, or some other course that all students have to take their last semester.
    - An on-line form could also be used to augment the personal interview. Having the students fill out the questionnaire individually has the advantages of asking each student the same questions in the same way, and collecting unfiltered data.
    - Please do add a question about whether they are going to graduate school, and if so, where, and for what degree.
    - Please ask them whether they have searched for a job, and if so, have they been offered a job, accepted a job, or are they still looking. Ask them for salary information on their offers.
    - Survey’s require follow-up because it can take time following graduation for students to find jobs.
    - We have extremely high placement rates, so we want to show that.
  - Post Graduation Survey (Alumni Survey)
    - We haven’t done one for a couple of years.
- **Budgets**
  - Changes to the SCAC process could be a serious problem for us. Our students pay about $1M a year in computing fees. We have been getting about $400K, but there is a threat that this might be seriously reduced in the new model, which puts most of the money into computer labs in the library and into software packages. Engineering students have to do many of their assignments in our labs, so we will try to keep the same level of funding we have had in the past.
  - Engineering needs another building. A request was made for it in our budget meeting. We need to get into the cue.
  - Engineering Initiative funding should be known before ENAC. Our total request was more than $7M on-going and $1.5M one-time, so we obviously will get much less than we requested. We do hope to get a majority of the funds, since we have performed well with the last engineering initiative funding. The on-going funds require a dollar-for-dollar University match.
  - No salaries are finalized until approved by Sr. V.P Ruth Watkins. Once approved, then it is important to talk with every faculty and staff member about their performance.
  - Please do thorough informal reviews, as they are very important for our junior faculty.
• Faculty Loads
  – Expectation is that everyone is doing research, teaching, and service. Exceptions must be negotiated with the department chair, with contributions in one area covering for weaker performance in one of the other areas.
  – Chairs/Director decide what buy-out requests to approve, the general principles are:
    1) Tenure-line faculty should teach. It is part of the job. If someone doesn't want to teach, we have a track they can switch to: Research Faculty.
    2) Senior faculty should teach. It is not appropriate to have just junior faculty teaching core courses.
    3) A faculty member should teach undergraduate courses as well as graduate courses. The students deserve to see senior faculty members. Some of our external graduate reviewers were concerned that senior faculty were not more involved with the undergraduate curriculum.
    4) Buying out is a legitimate thing to do when there are unusual demands on the faculty member’s time because of research, but this should be rare, rather than a pattern. Having a big research project with other faculty involved does not justify buying out; perhaps, the first term such a project comes in, a buyout would be appropriate. Any department in which the teaching load is two courses, has already incorporated the expectation that the faculty member is a big-time researcher.
    5) Buying out is a privilege, not a right. The Chairs/Director need to consider whether it is in the broader interests of the students and the institution. In any case, it is fine to have a deadline by which application must be made in order to have the buyout considered. Departments need some time to plan.

• Direct Admissions
  – We are building models to show which students ought to succeed in your programs.
  – We will directly admit students to the Department if they know which discipline they wish to study and their credentials merit direct admission. If they do not know which department they wish to be in, we will direct-admit qualified students to the College of Engineering. If they are not qualified, they may be admitted as Pre-Engineers, and will stay in that status until they achieve the qualifications needed to be admitted into a discipline. Students would need to pick a department by the beginning of their second year.
  – Processing direct admissions will take man-power. The Engineering Initiative funds request another person to work with Dianne to help support the departments. This change will shift some of the work in accepting to major status down to the freshman entry year.
  – Departments should start to consider what the requirements would be for direct admissions.