Excused: Tim Ameel                                                 Substituting: A.K. Balaji
Michael Barber

Attending: Richard Brown, Eric Eddings, Ajay Nahata, Marilyn Davies, Milind Deo, Gianluca Lazzi, Feng Liu, Patrick Tresco, Ross Whitaker, Monica Heaton

Calendar
Mon. Aug 17       Orientation for New Faculty – 8:30-4:30 Eccles Board Room
Fri. Aug 21       Fall Faculty & Staff Meeting – MEK 3550 (New Classroom)
Sept. 13-15       ABET Visit
Oct. 9            ENAC/Kennecott Ribbon Cutting

Announcements/Follow-up
• Convocation Review
  o In order to accommodate the increased number of students graduating, the convocation will have to be tightened up. Presentation of awards and speeches will be shortened.
  o Ross Whitaker requested that we continue to have coordination of CS/CE/ECE/EAE so faculty know when to stand to congratulate students. New signs were very helpful.

• ABET Issues
  o Packets will be submitted to ABET next Friday, June 26
    ▪ Patrick Tresco requested additional time to review material before deadline.
    ▪ Departments need to understand information provided by college in order to accurately reference the financial data in other sections of the report. Patrick will need to meet with Michael Kay.
  o Talk to faculty to remind them that the ABET review is not the time to air complaints.
    ▪ Department retreats should address ABET review schedule and make sure all faculty members are familiar with the ABET self study.
  o Review is September 13 – 15.

• Engineering Initiative Status
  o TIAB has made adjustments to Engineering Initiative
    ▪ The University of Utah will likely receive $1.8 M on-going funding and $500K in one-time funding. The University will match Engineering Initiative funds. The Regents must give final approval before this is settled.

• FAR and MBM databases will be merged.
  o Improvements over current FAR system are anticipated.
  o International Office is interested in collecting data on international relationships and research. Encourage everyone to answer that question on the FAR so it will go into the database of the International Center

• Graduate Students: After the residency requirement has been met (two consecutive semesters of nine hours or more), graduate students who are registered for three credit hours in any 6970-6989, 7970-7989 numbered class are considered full-time status.

Correction: the change in rules for the Tuition Benefit Program to make them consistent with the rules for classification of full-time student status has not yet been made, so the bullet points below are
incorrect. We are trying to convince the upper administration to allow the Tuition Benefit Program for students who take 3 credit hours. For now, students will have to take 9 credit hours to be eligible.

- Students should be encouraged to complete course work in the first couple of years prior to enrolling in 3 credits of research only.
- Will impact productivity and differential tuition received by departments.
- Importantly, this change will relieve pressure on our College’s use of the tuition benefit program, thereby balancing our budget with the central administration, and hopefully, removing the risk of our needing to pay them back a significant amount of overhead return money.
- Advising will need to help students to know how many credits are required to meet the degree requirements. Do not have students register for more thesis hours than required.
- Students will be able to qualify for the tuition benefit with fewer credit hours, but the total drain on the tuition benefit program will be less.

**Discussion Items**

- **Space Issues:** ME to Kennecott; ECE Office; Nanofab; EAE to Law Bldg.
  - Mechanical Engineering is getting settled in the Kennecott building.
  - Modifications are needed in MEB space before ECE and SOC are able to move.
    - A meeting will be scheduled with Dean Brown, Michael Kay, ECE, and SOC to finalize new space allocation.
  - EAE will get some space in the old Law Bldg., but it will also be housing occupants from OSH until the OSH remodel is complete; this may limit the amount of space EAE gets in the short term.

- **RPT Processes:** SAC reviews and teaching statements
  - Notify the person who is coming up for formal review that they must have their teaching statement completed before the SAC review.
  - SAC’s evaluate the evidence to complete their evaluation, which can include surveying the students, interviewing graduate students advised by the faculty member, course evaluations, and teaching statement. SAC’s will not interview the faculty or send them a questionnaire.

- **Tenured Faculty Reviews**
  - Important to get them done, particularly for those who might not be performing well.
  - When TFR is approved, it will put in place a process that will have faculty removed if they are not performing
  - Not new policy, just documenting procedure.
  - Current reviews can be used in the new TFR process.
    - Milind asked about joint faculty appointments, prefer to make it one process rather than having to conduct two separate reviews.

- **Faculty and Staff Special Retirement Program**
  - Presented to those who are eligible in participating departments.
  - Have received one letter of interest and may receive others in the 180 day period the program is open.

- **Scholarship Awards Banquet.** There was a discussion about whether the Scholarship Awards Banquet should be continued, and if so, what format it should have.
  - There are budget implications: departments pay $5K and college pays $15K. Guests pay $5K towards meal costs (does not cover all the cost).
  - Should we continue the banquet or not?
    - There are few events at which we recognize our top performing students.
• Students are our future donors and we want them to bond to the College and Departments.
  o If we continue the event, changes would include:
    ▪ Have all students by departments stand to be recognized, rather than reading names individually.
    ▪ Have dean welcome, student speaker, and donor speaker.
  o Reasons for not hosting awards banquet:
    ▪ 75% of the recipients elect not to go, so is it worth exploring something different.
    ▪ We could post recipients’ photos on our web page; they could link to them on their social media.
    ▪ We could take award recipients to a concert or other student-oriented event.
  • Direct Admission: to College, high school transcripts delayed
    o It would make sense to direct admit students to the college before they apply to the departments. Many other universities are direct admitting to the college and then students have one year to apply for a major.
    o If we do direct admissions, our retention is based upon the number of admitted students. Otherwise, our retention is measured on the number of pre-engineering students. Many of them never take an Engineering course.
    o Unless departments admit about 75% of their class, nobody will use the number of admitted students in retention calculations.
    o We are working on getting some good models to help with direct admissions.
    o Electronic copies of high school transcripts will not be available this year, which will delay widespread direct admission.
  • New Hiring Process, run by Office of Assoc. VP for Faculty
    o Moving to Office of Faculty, rather than the Office of Diversity.
    o New step that will require signature, stage 2
      ▪ Concern was expressed over information gathered on candidates during stage 2, prior to interviews and offers.
    o Last stage, in which you make the offer, should go faster.
  • Faculty Hires to date this year:

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