College of Engineering
Executive Committee Meeting
March 3, 2016
11:00-1:00pm
Eccles Boardroom

Calendar
March 25 College Council
April 8 Executive Committee Meeting with Ruth Watkins attending
May 5 @ 6:30pm Commencement
May 6 @ 11:30am Convocation
May 20 ENAC
October 21 ENAC at WET

Due Dates:
March 4 Nominations for COE RPT Advisory Committee from SoC, ME, BioE, ChE, and CvEE (submit to mheaton@coe.utah.edu)
Nominations for University Senate/College Council of tenure-line faculty members (assistant, associate, and full professors can be nominated) from BioE, ECE, MSE, ME, SoC (Each department listed needs to submit at least one nomination, the number of nominations is not limited, submit to mheaton@coe.utah.edu).

March 7 Outstanding Undergraduate Research Nominations

March 15 Number of faculty attending convocation (submit to mheaton@coe.utah.edu)
FARS (direct questions to janna.nelson@utah.edu)

March 25 Review of Career-line and adjunct faculty appointments, submit spreadsheet indicating renewal or non-renewal to mheaton@coe.utah.edu. Formal reviews are to be uploaded to Equella

April 30 Informal tenure-line faculty reviews (upload to Equella)

June 30 Post-tenure reviews (upload to Equella)

Announcements/Follow-up
• Hamid Ghandehari – H.R. 158 Visa Waiver Program Improvement Act of 2015
  http://www.state.gov/r/pa/ps/ps/2016/01/251577.htm
  Public Affairs Alliance of Iranian Americans – Everything You Need to Know about the Visa Waiver Program Improvement Act

Discussion Items
• Space survey data and budget updates
  Michael Kay has met with all of the dept. administrators to get data for space. We’re looking carefully at capacity and utilization. The big push will be the major air conditioning project in MEB by July.

  The new budget model will be applied to new money coming in with the base staying the same. Don’t expect a big change on the number. Part of the budget process is to propose what you want to do and what you may need new funds for.
Sr. VP Watkins suggested that we grow by substitution. If you need something, decide what you’re going to shut down. A good example of something we could end is the interdisciplinary Environmental Degree.

- **International Student Recruiting**
  The upper administration is interested in growing income to the university by recruiting more foreign students who pay nonresident tuition all four years. However, due to past experience with Kaplan, which was not favorable, we want to be sure that the foreign students we bring in are top students. The program the University has recently looked at is Shorelight. Unfortunately, after talking with other deans about Shorelight, Dean Brown learned that the recruiters they hire bring in unprepared students. Possibly the best way to recruit is through our alumni who got their grad degrees and are living in their home countries. Also, our faculty are from 28 different countries; they could help to recruit top students from their home countries.

- **Honors Program – 21% of the incoming Honors class has indicated an interest in majoring in the College of Engineering. We need to mentor them so that they complete their Honors Thesis. We will have more honors graduates at convocation this year than ever before.**

- **The Faculty Diversity Program has been in effect for the past year and half year and they have allowed us to participate in the program with offers to women faculty members. Unfortunately, we have not been successful in recruiting most of the people we have made offers to. In a recent discussion about an offer in Bioengineering, Cathy Anderson thought that the diversity money could count as Engineering Initiative match. Of course, this cannot be, because all of the Engineering Initiative funds have been distributed to the departments and allocated to active searches. We can spend a dollar only once. This has been communicated to the Diversity Office. We may expect to get less funding for the diversity program than the guidelines describe, but it would be unfair to Engineering to be eliminated from this or other programs available to the rest of the university. If Engineering were eliminated, the match would not be a true match.**

- **Entrepreneurship Certificate Update**
  We have discussed with the College of Business teaching two courses for our Entrepreneurship Certificate; we also teach a course on entrepreneurship that will run again Fall 2016. The department chairs were asked to discuss with their faculty allowing students to spend 9 credit hours from their tech electives to cover these three courses.

- **Recruiting Update**
  Competition for faculty is tight because most engineering colleges are recruiting, but we are seeing very good candidates this year in many of the departments. The chairs gave an update on their searches:

  - CHE: 3 searches: advanced modeling – going well making an offer, separations – finishing up, bio ongoing. Should be done by end of semester.
  - SoC – 5 open positions. 4 committees for hiring. Bringing in 16 candidates. CE are seeing last candidate and going to make 1 offer. Other committees still looking at people. One joint position with EAE; person will have tenure in CS but duties in both CS and EAE. A transformative cluster – bringing several candidates in. Possibly 7-8 new faculty in the fall.
  - ECE – 4 openings. Computer, power, bringing skills that could bring something new for the dept. interview every M & F.
  - ME – 5 searches. Four search committees: 2 solid mechanics – 1 offer accepted, 1 – fluids, 1 – solid mechanics – ready to make 1 offer. 3 offers out. Have found other individuals exciting to faculty but challenged for startup. Excellent candidates. Much better than last year. Of 9 voted on, faculty liked 8.
  - BIO – 2 ½ positions from Engineering Initiative. Invited 6 for interviews. 1 TEP in statistics, big data, bio-medicine. Waiting to see what happens with the clusters.
Faculty Appointments and Reviews:
As you think about bringing in new research faculty, consider our tight space situation. We have wonderful research faculty in several groups/institutes who add significantly to the reputation of the departments. Unattached research faculty members are usually less successful.

A question has been raised regarding the type of reviews that should be done for Faculty Instructors. There is also a Staff Instructor position; Staff Instructors do not require formal reviews. Our Career-Line Guidelines do not give specific direction on whether Faculty Instructors require formal reviews. The Executive Committee felt that it is appropriate to have formal reviews of these instructors because they are in faculty positions, but that the reviews should be kept simple and efficient to minimize demands on the faculty who do the reviews.

Reviews of faculty in large departments require a lot of faculty hours because the U has an RPT committee of the whole. It is acceptable to put much of the responsibility for evaluations on the RPT sub-committees. The large committee still has to vote, but the analysis should be prepared by the sub-committees.