Chairs' & Center Directors' Meeting Minutes

Date: February 20, 2015 (12:00 to 2:00 pm)
Location: WCH – Room 443
Attendees: Abbaschian, Reza
Balandin, Alex
Boretz, Mitch
Chrobak, Marek
Farrell, Jay
Garay, Javier
Hartney, Pat
Matsumoto, Mark
Myung, Nosang
Najjar, Walid
Parker, Linda
Ravi
Rodgers, Victor (for Bir Bhanu)
Vafai, Kambiz

Absent: Aguilar, Guillermo
Barth, Matt
Bhanu, Bir
Haddon, Robert
Tan, Sheldon
Venkatram, Akula
Wang, Albert

The agenda for the meeting is shown in Appendix 1.

1. Welcome and call for agenda items - Reza
No items were added to the agenda.

2. Approval of Minutes – Mitch/Pat
The revised minutes of the February 2nd Chairs/Directors meeting were unanimously approved.

3. Graduate Program – Mark
Mark noted the attachment to the agenda that compares the numbers of grad student applications, targets, offers made, in-process, accepts, declines and decisions pending between FY 14/15 and FY 15/16 by BCOE Program. He noted that this year's total number of PhD applicants has declined by 7% from the previous year. Domestic PhD applications are down by 14%. The number of PhD offers is about the same as last year. The number of accepts is 0 compared to 4 last year at this time. Also, in response to departmental requests to offer incentives (i.e., increased stipends) to grad students that accept offers early, it was determined by the Grad Division that this would be in violation of AAU rules.

4. Undergraduate Program – Ravi
Ravi reminded participants of the 2/28/15 Chancellor's Scholarship event at BCOE and is encouraging faculty to participate. The College has a total of 106 ($10K/yr) Regents and ($5K/yr) Chancellors scholarships available this year. Ravi distributed a summary of freshmen applications, targets, AIS cutoffs and estimated enrollments by BCOE Program. This year's freshmen target is 450 California residents. The AIS cutoffs ranged from 4200 to 4650 for BCOE programs this year. At these AIS cutoffs, BCOE's (3rd week) freshmen enrollment would be 389. Program shortfalls would be made up by admitting alternate (or pooled alternate) majors (with AIS scores >4200). Ravi expects to finalize enrollment projections by Monday. The final admissions option would be to accept waitlisted students.

5. GPP – Ravi
Ravi stated that some BCOE departments will be sending faculty to visit GPP partner universities in China this March. He suggests that these faculty meet with him and Jun beforehand for training. Reza distributed copies of a recent email from a Huazhong University of Science and Technology (HUST) representative who is also a parent of a GPP student at UCR. This message states that HUST students interested in GPP type programs will make decisions in March about which program to attend. Competing programs are offered by universities such as Arizona State, Missouri, Michigan and the University of Queensland in Australia.

6. Cluster Hiring – Reza
Reza noted the Faculty Hire Call for Proposals and related FAQs attached to the agenda. Reza pointed out FAQ #11 which asks "What about existing department hiring plans?" Reza noted that replacement faculty should not be included in cluster hire proposals. Also, he noted that CHASS is submitting 50 proposals (for 450 hires). Cluster proposals should be emailed to Reza. Proposals involving another UCR academic unit should also be emailed to that unit's dean. It was noted that the EVC/P envisions that clusters would consist of between 3-5 faculty hires. However, a higher number of hires can be proposed with justification of major impacts. An option would be to identify a cluster at other university that might be able to be moved to UCR. It was noted that it might be difficult to keep cluster hires working together. In response to a suggestion, Mark will establish a shared folder or dropbox so that Chairs can review other BCOE cluster hire proposals in advance of being submitted to Reza.

7. Department and Center Updates
CEE: Nosang reported that the department will finish interviewing faculty hire candidates next week.

MSOL: Kambiz announced that the Program's proposed waiver of GRE scores for applicants with extensive work experience (by an exception appeal) has been approved by the Graduate Council.

8. U.S. Patent & Trademark Office Visit – Mitch
Mitch distributed copies of an email message from the U.S. Patent and Trademark Office offering to make IP presentations to BCOE students during the Spring 2015 term. These presentations could be made to undergrads in Senior Design classes or through BCOE student clubs. Presentations to grad students could be made during Grad Student Seminars.

9. 25th Anniversary Celebration – Linda
Linda announced that BCOE's 25th Anniversary event will be held on Saturday, May 16, 2015. She noted the summary of sponsorship levels attached to the agenda. It was noted that most of the sponsorship levels include the ability to designate funds to specific BCOE departments and programs. Ads will also be solicited for the event's program book. Email invitations via BCOE mail lists will be sent soon but Linda asked that names of special invitees be sent to her as soon as possible.

10. Fellow Nomination – Linda

Linda called attention to the BCOE Fellow Nomination form attached to the agenda. This form nominates Gordon Bourns as a BCOE Fellow. If approved, Gordon will be presented this honor at the 25th Anniversary Celebration. After brief discussion, this nomination was unanimously approved by the Chairs/Directors.

11. Development Officers Engineering Education – Reza

Reza noted that UCR Advancement has changed its organization so that its development officers now raise funds by geographic region. As such, all 21 such officers can now raise funds for BCOE. Advancement has requested that these development officers receive information and training in order to better represent BCOE researchers. Options include providing the department/program/center information previously provided to Provost D'Anieri or to ask development officers to enroll in departmental introductory courses. After discussion, it was recommended that VCA Hayashida be invited to a future BCOE Chairs/Directors meeting.

12. Other Matters

No other topics were discussed.

UNIVERSITY OF CALIFORNIA
UC RIVERSIDE
BOURNS COLLEGE OF ENGINEERING

Chairs' & Center Directors' Meeting

February 20, 2015

Agenda

Winston Chung Hall – Room 443

1.	Welcome - Request for Agenda Items from the Floor	Reza
2.	Approval of Minutes from February 2, 2015 Meeting	Pat
3.	Graduate Program	Mark
4.	Undergraduate Program	Ravi
5.	GPP	Ravi
6.	Cluster Hiring	Reza
7.	Department and Center Updates	
8.	U.S. Patent & Trademark Office visit	Mitch
9.	25th Anniversary Celebration	Linda
10.	Fellow Nomination	Linda
11.	Development Officers – Engineering Education	Reza
12.	Other Matters	

Future Meeting Dates

2014

~~Monday, July 7~~
~~Monday, August 11~~
~~Monday, September 8~~
~~Monday, September 22~~
~~Monday, October 6~~
~~*Wednesday*, October 22~~
~~Monday, November 3~~
~~Monday, November 17~~
~~Monday, December 1~~
~~Monday, December 15~~

2015

~~Monday, January 5~~
~~*Friday, January 23*~~
~~Monday, February 2~~
Friday, February 20
Monday, March 2
Monday, March 16
Monday, March 30
Monday, April 13
Monday, April 27
Monday, May 11
Friday, May 29
Monday, June 8
Monday, June 22
Monday, July 6
Monday, July 20