Chairs' and Center Directors' Meeting Minutes

Date: March 26, 2018
Location: Winston Chung Hall – Room 443
Attendees:

Reza Abbaschian
Guillermo Aguilar
Alex Balandin
Bir Bhanu
Marek Chrobak
Ilya Dumer
Jay Farrell
Ashok Mulchandani
Nosang Myung
Walid Najjar
Hyle Park (for Xiaoping Hu)
Alissa Rackstraw (for Pat Hartney)
Chinya Ravishankar
Sharon Walker
Jianzhong Wu (for Charlie Wyman)

Absent:

Patrick Hartney
Xiaoping Hu
Marko Princevac
Kambiz Vafai (absent due to conference in DC)
Jun Wang
Charlie Wyman

1. **Welcome – Sharon**
   Sharon welcomed everyone and thanked everyone for attending. No items were added to the agenda.

2. **Approval of Minutes from March 12, 2018 meeting – Sharon**
   The minutes of the March 12, 2018 meeting were unanimously approved.

3. **F&A Return to Centers – Sharon/Alissa**
   Campus sent a draft policy (see attached) to the Deans regarding a possible update to the way F&A is returned to Centers. Currently the Centers are to receive 10% ICR just like the departments, but since some Centers operate differently (some do pre-award, some do post-award, and some do both), the new policy splits the 10% between the Center and the related department based on where the workload lands. The policy also considers this option for splitting the 10% return between departments and the Dean's Office if there is a central pre-award and/or post-award office. Matt Barth has concerns with the method and provided a sample spreadsheet of a possible manner to split the 10% (see attached) and CE-CERT had

comments/suggestions regarding the new policy. Comments and suggestions were received from all in attendance and recorded with CE-CERT's (see attached) for forwarding to the Provost.

4. **Academic Personnel Matters – Jay**
   Ashok asked if MSE could see the department merit/promo letters for faculty with shared appointments in MSE prior to it going out. He would like to be able to verify that what is being said in the MSE letters coincides with the departmental letter. Currently the department sees the MSE letter, but MSE does not get to see the departmental letter. Jay suggested that the two Chairs should discuss the shared appointment to ensure balance and proper use of time. Matt Barth also noted that this would be good for CE-CERT with faculty who spend a lot of time at the Center, but Jay said that because the MSE appointments are joint and CE-CERT is not, that it would have to go through an approval process.

5. **Graduate Education - Ravi**
   Ravi noted that as of today, we have 38 accepted, 30 declined offers, and 3 denied (see the handout for additional information). April 15th is the deadline for PhD acceptance with financial aid.
   Ravi also handed out data on the US News Grad Rankings for engineering schools and overall the numbers look good for BCOE. Peer rankings could still use improvement. Ilya inquired if we could see stats on the number of people who actually ranked UCR to see if a lot are just not ranking us because they don't feel they know enough about us.

6. **Undergraduate Education - Marko**
   No update as Marko was out.

7. **Dean's Update - Sharon**
   Sharon requested that she get updates on all hires as she needs to know for lab and office planning.

8. **Department Updates**

   ECE: Ilya noted that they are currently doing three searches, but two are almost complete. In May they will be starting two more searches – one for an LSOE and one replacement.

   CEE: Jianzhong noted that the air search has two candidates that were both supported by the committee so offers will be going out. Matt noted that CE-CERT has the capacity to help with lab space.

   CSE: Marek noted that both LSOE offers were accepted. They also have a TOE search in the works; the wife works in English.

9. **Center Updates**

CRIS: Bir noted that he is involved in a cluster search and they have interviewed three candidates. One has been approved and is going to Bioengineering. Bir also noted that he is currently working with the City of Hope and Loma Linda on obtaining some joint awards.

CE-CERT: Matt noted they have been working with SOM and SPP on some collaborative initiatives. He also noted that the 5th Annual Portable Emissions symposium is coming up in May.

WCGEC: Reza noted that they are hosting a conference at the Bourns Tech Center on 4/13 and there will be a poster session with awards for $1,000, $500, and $100. He asked that everyone encourage their students to attend and participate.

CNSE: Alex noted that the center is running as well as possible and is in need of $500,000 for new equipment. He also noted that Phase 0 of the renovation has been approved, but the equipment doesn't come until Phase 1.

SHINES: Alex noted that the DOE renewal proposal is in the works and is due in April. He also noted that he recently attended an ONR event at Norco Community College for a possible new research center. The center is supposed to foster the creation of a new photonic workforce, but it was unclear if Norco was really onboard for such a massive center, so Alex commented that it might be a good thing for UCR to look into.

10. **Additional Items**

None

Chairs' & Center Directors' Meeting

March 26, 2018

Agenda

Winston Chung Hall – Room 443

1.	**Welcome**	**Sharon**
2.	**Approval of Minutes from March 12, 2018 Meeting**	
3.	**F&A Return to Centers**	
4.	**Academic Personnel Matters**	**Jay**
5.	**Graduate Education** • **USWN Rankings**	**Ravi**
6.	**Undergraduate Education**	**Marko**
7.	**Dean's Updates**	**Sharon**
8.	**Department Updates**	**Chairs**
9.	**Center Updates**	**Directors**
10.	**Additional Topics**	

Return to Centers and Institutes

Current campus policy calls for 10% of the F&A cost recovery generated to be returned to the department associated with the actual financial posting activity. This allocation is intended to partially offset the cost of supporting research and to provide departments with a funding source for grant and faculty start-up package matching requirements.

The current organizational structure establishes Centers and Institutes (Centers) at a level similar to academic departments. However, the levels of research support provided by Centers and the relationship with academic departments vary significantly across the campus. Some Centers exist to organize and foster academic creativity between faculty members that lead to research being conducted but provide no pre- or post-award support, while others provide full pre- and post-award support (e.g., CE-CERT), with other Centers providing a level of support somewhere in between these examples.

Consistent with the principles of F&A return described above for departments, 10% F&A return will be allocated to those Centers (e.g., CE-CERT) that provide full research support services. For Centers providing some support (for example pre- or post-award), 5% will be returned to the Center with the other 5% returned to the PI's home academic department. For Centers fostering discussion and collaboration leading to the conduct of research but providing no research support services, 2.5% will be returned to the Center and the other 7.5% returned to the PI's home academic department.

Similarly, in cases where the Dean's Office provides pre- and post-award support to researchers, it makes sense for the College or School to receive additional 7.5% F&A return to offset the costs of this support with 2.5% going to the PI's home department. For a College or School providing partial research support (for example pre- or post-award), 5% of F&A will be returned to School or College with the other 5% returned to the PI's department.

Current Campus Policy:

Under UCR's existing F&A Return Policy, contract/grant F&A is returned to orgs in the following percentages:

- Dean's Office 25%
- Unit administering contract/grant 10%
- Principal Investigator(s) 5%

Discussion:

The draft Revision is focused **ONLY** on the 10% currently going to the Unit administering the contract/grant. UCR has determined that the existing F&A return policy does not automatically distribute funding to Centers that are providing either pre- or post-award contract/grant services. The draft policy revision is attempting to split this F&A return as follows:

- Center providing either pre- **or** post- award support services:
  - Center: 5% PI Department: 5%
- Center not providing either pre- **or** post-award services:
  - Center: 2.5% PI Department: 7.5%
- Center providing both pre- **and** post- award services:
  - Center: 10% PI Department: 0%

Centers and Provided Services:

	Pre-Award	Post-Award	
CE-CERT	Yes	Yes	
CNSE	Yes	Yes	
CRIS	No	No	
MSE	No	Yes	**Questioning if this should be here**
WCGEC	~~No~~Yes	Yes	
SC-Rise	No	No	
UC-Light	No	No	
POEM	No	No	
UCR CAN	No	No	
UC KIMS	**NO**	**NO**	

F&A Return to Dean's Office:

The draft Revision also proposes that some F&A return currently going to the Unit administering the contract/grant should go to the Dean's Office in the following situations:

- Dean's Office providing pre- **or** post- award services:
  - Dean's Office: 5% PI Department: 5%
- Dean's Office providing both pre- **and** post- award services:
  - Dean's Office: 7.5% PI Department: 2.5%

The BCOE Dean's Office provides post-award support to a limited number of contracts/grants (i.e., MESA), but does provide pre-award services to all BCOE PIs (except those PIs submitting proposals through CNSE or CE-CERT). As such, this revision would direct half of the 10% currently going to BCOE departments to the Dean's Office.

Response from CE-CERT:

Allocations of F&A return to departments should use the same approach in which F&A was initially identified by Federal Guidelines:

Appendix III to Part 200 - Indirect cost identification, assignment, and rate determination for institutions of higher education. This appendix provides criteria for identifying and computing indirect rates. The overall objective of the indirect (F&A) cost allocation process is to distribute the cost that are grouped as facilities or administrative costs that cannot be readily assigned as a direct cost.

Since CE-CERT is an off-campus facility, our F&A rate consists only of the (A-administrative) portion of F&A. The (F-Facility) portion is assigned as a direct cost to contracts and grants (where allowable), making CE-CERT a self-supporting entity whose Operation and Maintenance (space costs, utility costs, repair and maintenance costs, landscaping, facility improvement costs, etc.) expenses are not provided by the University. This should not be a casual distinction, but a key identifier of the return of F&A when considering the allocation to other Centers and Institutes whose space is on University grounds and Operations and Maintenance is covered by the University and the return is 10% of 55% IDC.

Further, Administrative costs are far more than pre- and post-award administration. They also include incurred expenses for the same purpose in like circumstances that are treated consistently as indirect costs. Some of these costs include, telephone charges, computer costs, salaries and fringe benefits attributable to the administrative work (purchasing, payroll, HR, AP, etc..), office supplies, etc.. Some Institutes and Centers are not wholly responsible for these costs since they are Centers that exist to organize and foster academic creativity between faculty members (as indicated above), and the cost of the Center is largely attributable to the Academic Department under which it was founded. Therefor those Centers are supported by Academic Department Perm funding, supplied by campus for staff and administrative costs.

Lastly, CE-CERT has supported new faculty start-up packages, even without a matching requirement. Each new tenure-track faculty member who is assigned space at CE-CERT has benefited from tenant improvement projects to customize their space to fit within their research needs, with the cost traditionally split between the BCOE Dean's office and CE-CERT. Additionally, CE-CERT has also contributed substantially to necessary equipment for new faculty, travel funds, and student support through fellowships funded by gifts and sponsored awards. This type of support should be seen as 'independent' of the F&A cost recovery allocation.

The F&A allocation returned to the College and departments/centers should be distributed based on incurred F&A expenditures from research activities. The draft policy relies solely on pre/post award contract support and it does not accurately capture F&A associated with research. See attached sample spreadsheet.

Response from Chairs/Directors meeting:

Is there a purpose/vision to the policy that Central Campus is trying to reach? The policy should work towards reaching an overlaying purpose/goal, but it does not appear to be the case with this policy. The policy needs to help foster collaboration and not hinder it by encouraging PIs/Centers to work against each other.

The draft policy as written is too vague and simplistic. It needs to be considered that pre-award and post-award activities differ vastly between types of awards, PIs, and administrative activities. Post award also needs to be defined more to encapsulate all the others areas such as purchasing, payroll, administration, etc.

Have other UC campuses and other higher learning institutes been looked at and reviewed to see how they handle this issue. Have best practices been reviewed? This is an important issue that should have a good amount of time spent developing a policy rather than something quick that might be hard to change later if it is found to have errors. **Centers are in need of their funding before fiscal close, so this year we should move forward with the 10% distribution and work on an updated policy to use going forward.**

Changing the format of the 10% return to the departments and giving some of it to the Dean's Office is a direct hit to the departments. The pre-award work done by the ORG central office is not a clear 50/50 split with the department. This again needs to take into account that some pre-award work is very minimal and other times it is more time/labor intensive, so the basic 50/50 split isn't always correct/fair.

A simple return to each college that allows for the college to institute a return policy to their departments/centers/PIs may be better than a strict Campus policy.

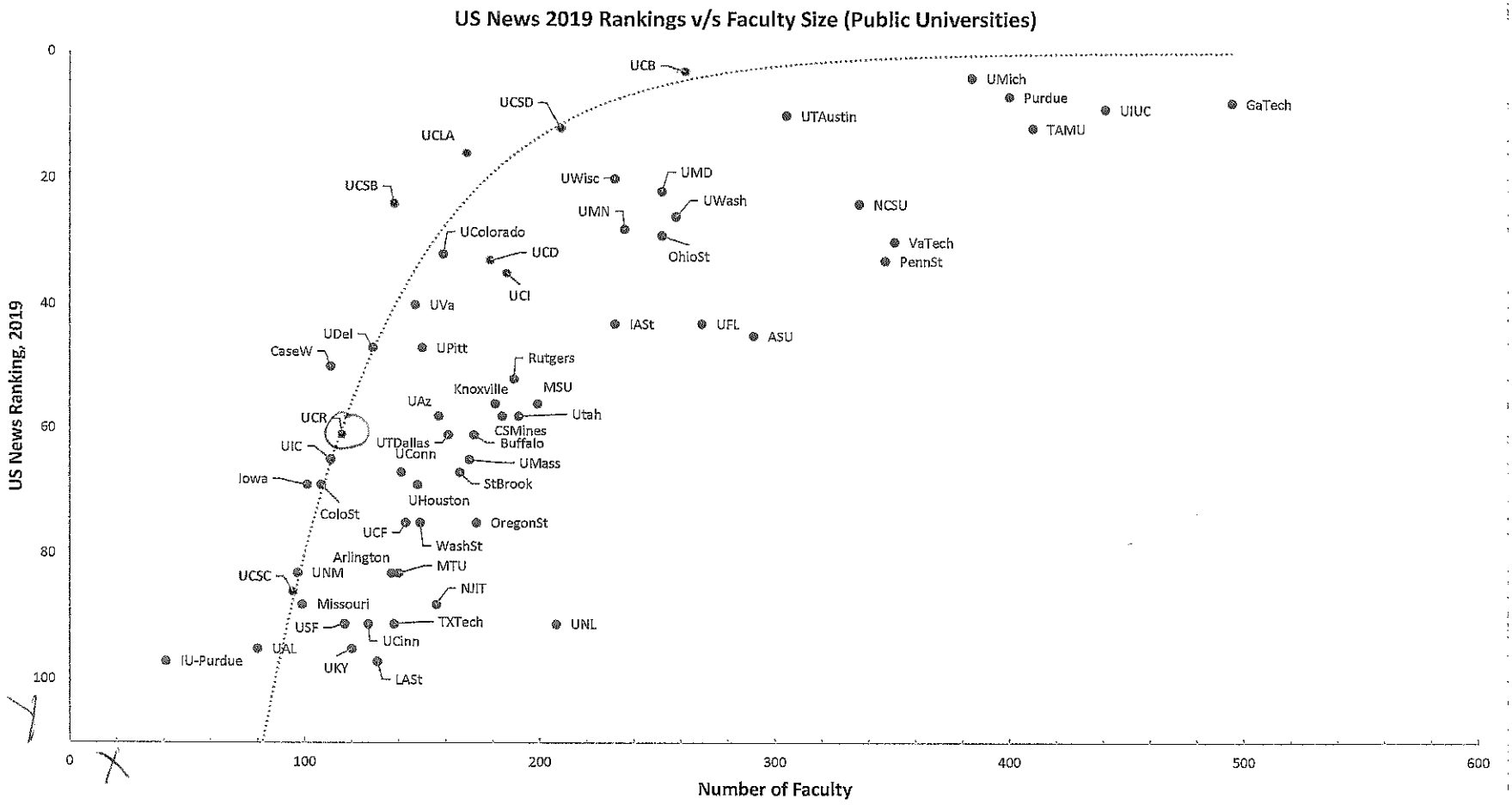
Facilities and Administration Financial Support of Returned IDC Template — Distribution	Hypothetical Center administrated under an academic department Redistribution of Financial Support (totals 35%)		
	College	Dept	Center
Returned Allocation (Based on a return of 25% + 10% total college + dept/center allocations)	**26%**	**8%**	**1%**
Fraction of F&A Expenses incurred under each entity (College, Dept & Center)	**0.75**	**0.23**	**0.02**

IDC TYPE	IDC%	Weight	Cost Item	College	Dept	Center
Administration	29	1	Financial Management & Accounting	100%		
		1	HR and AP liason and assistance	100%		
		1	Preaward & Proposal services	50%	25%	25%
		1	Project & Sponsor Resolution	100%		
		1	Other (Audit, Risk, Event Services, Marketing, Business Services)	100%		
		1	Facilites Oversight and Management	100%		
		1	Marketing & Outreach Support, including: Board of Advisors, Conf and Event support, Marketing materials, brochures, annual reports, travel funds, seminar, guest speakers, development support, student engagement opportunities, industry liason, scholarship and fellowships	50%		50%
		1	General Administration (incl some HR)	50%	50%	
		1	Post Award Tracking		100%	
		1	Travel		100%	
		1	Purchasing		100%	
		1	Payroll		100%	
		1	Visitor Reception, Coordination of meetings & meeting support (setup, minutes, etc)		100%	
		1	Website and webpages, and newsletters	100%		
		5	Faculty support (start up packages)	50%	50%	
		1	Facilities Rent/Mortgage Capital Expense	100%		
		1	Furnished Laboratory and Office Space	100%		
		1	Conference Rooms	100%		
		1	Student Club Rooms & Cubicles	100%		

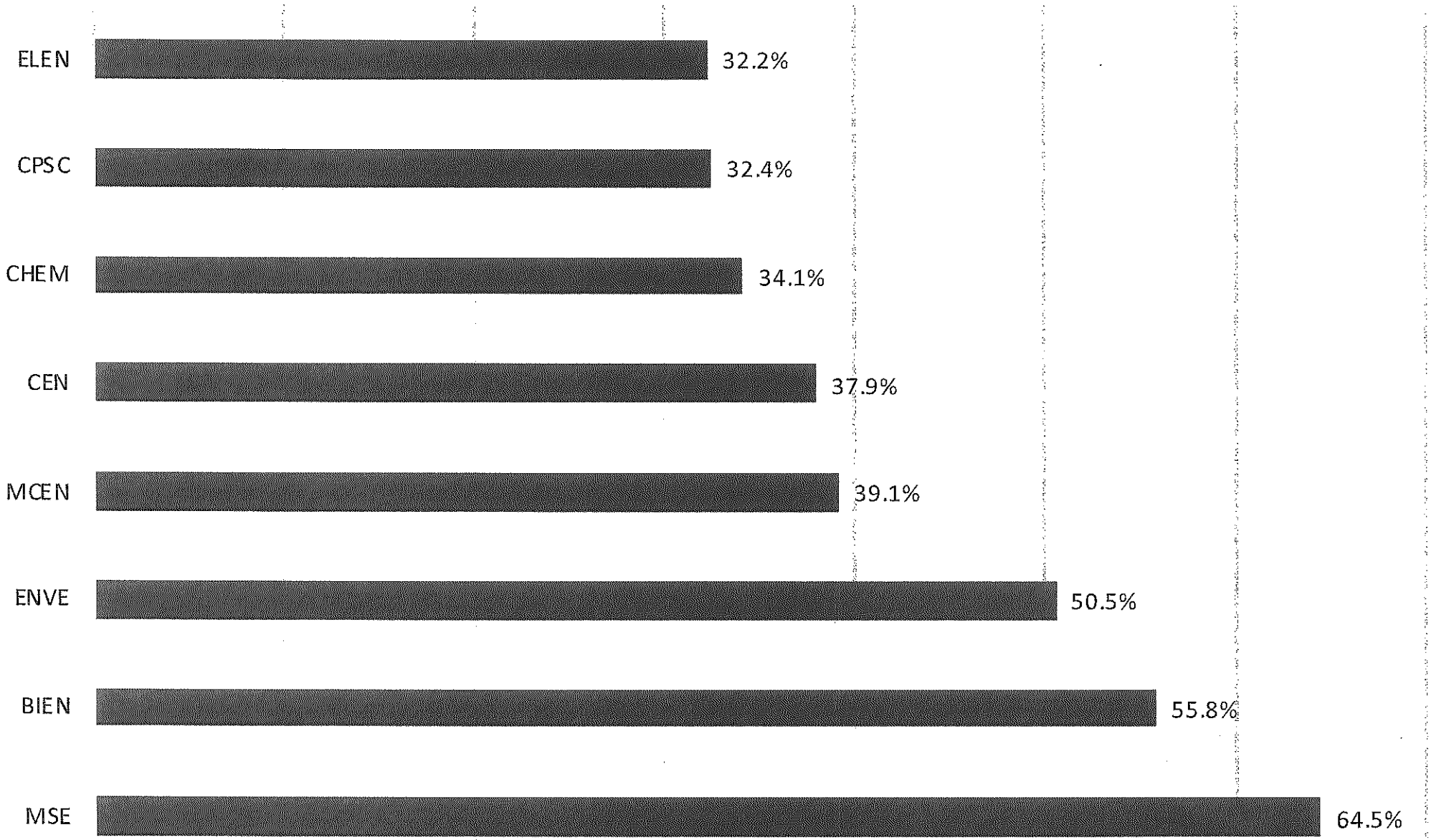
	UCB		UCD		UCI		UCLA		UCM		UCR		UCSB		UCSC		UCSD		Total
	%Rank	Rank	%Rank	Rank	%Rank	Rank	%Rank	Rank	%Rank	Rank	%Rank	Rank	%Rank	Rank	%Rank	Rank	%Rank	Rank	
BIEN	3.1%	4	16.3%	21	26.4%	34	20.2%	26	0.0%		55.8%	72	0.0%		65.1%	84	1.6%	2	129
CHEM	1.6%	2	23.8%	30	37.3%	47	16.7%	21	0.0%		34.1%	43	8.7%	11	0.0%		42.1%	53	126
CEN	1.4%	2	21.4%	31	33.8%	49	0.0%		0.0%		37.9%	55	0.0%		37.9%	55	10.3%	15	145
CPSC	0.5%	1	19.7%	37	16.0%	30	6.9%	13	0.0%		32.4%	61	19.7%	37	30.9%	58	8.5%	16	188
ELEN	0.5%	1	19.1%	35	25.1%	46	7.1%	13	0.0%		32.2%	59	11.5%	21	41.0%	75	8.2%	15	183
ENVE	1.1%	1	13.7%	13	43.2%	41	0.0%		80.0%	76	50.5%	48	0.0%		0.0%		0.0%		95
MCEN	1.7%	3	19.6%	35	21.2%	38	7.3%	13	70.4%	126	39.1%	70	16.8%	30	0.0%		8.9%	16	179
MSE	2.8%	3	28.0%	30	46.7%	50	19.6%	21	0.0%		64.5%	69	4.7%	5	0.0%		22.4%	24	107

BIEN	UCSD (2)	UCB (4)	UCD (21)	UCLA (26)	UCI (34)	UCR (72)	UCSC (84)	
CHEM	UCB (2)	UCSB (11)	UCLA (21)	UCD (30)	UCR (43)	UCI (47)	UCSD (53)	
CEN	UCB (2)	UCSD (15)	UCD (31)	UCI (49)	UCR (55)	UCSC (55)		
CPSC	UCB (1)	UCLA (13)	UCSD (16)	UCI (30)	UCD (37)	UCSB (37)	UCSC (58)	UCR (61)
ELEN	UCB (1)	UCLA (13)	UCSD (15)	UCSB (21)	UCD (35)	UCI (46)	UCR (59)	UCSC (75)
ENVE	UCB (1)	UCD (13)	UCI (41)	UCR (48)	UCM (76)			
MCEN	UCB (3)	UCLA (13)	UCSD (16)	UCSB (30)	UCD (35)	UCI (38)	UCR (70)	UCM (126)
MSE	UCB (3)	UCSB (5)	UCLA (21)	UCSD (24)	UCD (30)	UCI (50)	UCR (69)	

Graduate Ranking


US News 2019 Rankings v/s Faculty Size (Public Universities)
US News Ranking, 2019
Number of Faculty
0
20
40
60
80
100
0
100
200
300
400
500
600
UCB
UMich
Purdue
UIUC
GaTech
UTAustin
TAMU
UCSD
UCLA
UCSB
UWisc
UMD
UWash
NCSU
UMN
UColorado
OhioSt
VaTech
PennSt
UCD
UCI
UVa
IASt
UFL
ASU
UDel
CaseW
UPitt
Rutgers
Knoxville
MSU
UAz
Utah
UCR
CSMines
UTDallas
Buffalo
UIC
UConn
UMass
Iowa
StBrook
UHouston
ColoSt
OregonSt
UCF
WashSt
Arlington
MTU
UCSC
UNM
NJIT
Missouri
USF
TXTech
UNL
UCinn
UAL
IU-Purdue
UKY
LASt

US News Rankings of BCOE Programs



In process Hopefully will turn to offers

Program	Accepted	Declined	Denied	Dept.	Grad Div	Offer made	Offer pending	Saved	Submitted	Withdrawn	Total
BIEN	8	5	2	2	51	42			16		126
CEE	7	7		6		45	3		78		146
CEN				4		13	2		34		53
CPSC	12	6		7	90	46			785	1	947
ELEN	8	3		5		20			329	2	367
MSOL									9		9
MSE	1	3	1	57	10	14	4		5		95
ME	2	6			1	16	2		83		110
BCOE	**38**	**30**	**3**	**81**	**152**	**196**	**11**		**1339**	**3**	**1853**

Masters + PhD

Students have completed in dept. queue

Facilities	26	1	Laboratory upgrades, including oversight of contractors	100%		
		1	Laboratory supplies	100%		
		1	Utilties and security	100%		
		1	Logisitcal Support (forklift, manual labor support)	100%		
		1	Systems Support	100%		
		1	Safety Supplies/ Lab Coats/First Aid Supplies/Safety Training/Shop Rags	100%		
		1	Card Access/Prox Cards	100%		
		1	Hazardous Waste Pickup/Store /Ewaste	100%		
		1	Custodial Services (fees for the SLA)	100%		
		1	High pressure Gas Cylinder Support	100%		
		1	Shipping /Receiving Support	100%		
		1	HVAC PM/Support	100%		
		1	Emergency Eye Wash Shower Inspection	100%		
		1	Lighting Repairs/Replacement	100%		
		1	Basic Plumbing Repairs	100%		
		1	Hard Key Inventory/Checkout	100%		
		1	LSO/CHO/DSC	100%		
		1	Vehicle & Trucks provided for work related travel	100%		
		1	SOP Review	100%		
		1	Lab Equipment Set Up	100%		
		1	County/City of Riverside Coordination/Haz Materials/Fire Inspections	100%		
		1	Spill Prevention,Control and Countermeasures Plan	100%		