30 YEAR ANNIVERSARY
Marlan and Rosemary Bourns College of Engineering

NOTES

Chairs' & Leadership Meeting – April 12, 2023
Start 9 am

1) Welcome from Dean
2) **Dean Updates**
   a) Updates from upper admin
      - Grad student funding
        - ✓ TA/GSRs will now be on timesheets – why? So all grad students will be included in benefits but also that they are tracked same as with staff so that if there are academic activities that require adjustments, they are already in the system.
      - Strategic plan – template to come from campus and we complete it – Cristina will spearhead and coordinate initial draft
   b) CAPSTONE Recap Discussion – special guests invited to join in discussion
      a) Per Huinan – we need to focus in looking at Option 5 (see slides). Per Walid, the testing centers noted is NOT only for CS but for all of BCOE. Per Walid it is not set up as a test center. It is set up as a classroom. Per Huinan, Ken B can adjust to be a testing center but it seems that there are different definitions on what a testing center is because per our group it does not meet a true testing center arrangement (no partitions, appropriate quiet space etc).
      b) The slides is prepared by outside consultant so the battle is great in that we may have no space at all in this building.
      c) Per Chris – Ken B called him to discuss what the true needs are for CAPSTONE courses. If only for one quarter then it would not be a priority need to make space for. If it is down or not used for a greater amount of time per AY, again, this would not be a priority for space to be made for in this building. If we can justify the CONSTANT need, then THAT becomes a priority.
      d) Priority for space in this new building is based on usage/hours that are projected for used/need. Biology and Dance have submitted proposals showing how they would be using such space 7 days a weeks and lengthy hours. We need to show a similar purpose.
      e) Per Huinan – TA space cannot be used it is not seen as a priority for space needs. Campus does not use TAs similar to BCOE.
      f) Per Huinan – Biology has been able to justify their needs because their existing labs are old but will remain and their enrollments increase for their GE courses that are required of ALL UC students
      g) Per Robert – those teaching Senior Design – with enrollments of 80 per class, those students are simply told to work as teams and find their own space to complete their projects. He can provide logs where students have had to initial (for attendance) their active participation in these design project assignments.
      h) See slide 38 – why Sr. Design was dropped/low priority. We need to counter this information in order for them to reassess the needs for BCOE.

i) We can also suggest that all classrooms in WCH and BH are removed from central scheduling and we area allowed to use these at our own discretion instead of using UTLF building space
j) Per Reza use the thought that BCOE requires apprenticeship teaching models for ALL BCOE majors and that would allow us to use the usage needs to increase tremendously. Engineering education is more similar to medicine teaching. They seem to be comparing us more to CHASS needs but with less students/needs.
k) Per Chris campus needs to figure out with the growth of BCOE we need the space now rather than turn students away and then react when it is too late
l) Per Reza – SHARE the space in the projections for example – Biology and Bioengineering labs, Chemistry and Chemical Engineering labs, etc. BCOE needs the space because we are the only GROWING college on this campus.
m) Per Huinan – option 1 (see slides) will accommodate more classrooms in general – this will be our second priority to push forward but very close with option 5. Walid indicated that option 1 would be the smarter move so we can relieve usage in WCH and BH.

3) Presentation on Bullying Policy - Alex Najera/Cecilia Gonzalez (will join at 10 am – 30 min presentation/discussion) – this session was recorded in Zoom

No additional topics were discussed as meeting end time was reached and meeting had to end 10:55 am

4) Update from Assoc Dean Research and Grad (Barth)
5) Updates from Assoc Dean AP (Gupta)
6) Updates Assoc Dean Undergrad (Liu)
7) Updates from Chair of Faculty (Rodgers)
8) Updates from Equity Advisor (Chen)
9) Updates from Asst Dean Finance/Admin (Rackstraw)
10) Updates from Asst Dean Development (Schwendiman)
11) Updates for Marketing & Communications (Sanford)
    a) Commencement
12) Updates for Safety and Facilities (Cheung & Ambriz)
13) Update from IT –(Gregory)
14) Chairs

- BIEN (Hu)
- CEE (Cocker)
- CEN (Kim)
- CSE (Najjar)
- DS (Tsotras)
- ECE (Tuncel)
- ME (Xu)
- MSE (Guo)
- MSOL (Vafai)
- Robotics (Roy-Chowdhury)

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Present in person
Chris
Alissa
David
Todd
Walid
Huinan
Rajiv
Guanshui
Ertem
Amit
Perry
Xiaoping

Special Guests
Roger Lake
Roman Chomko
Chen Li
Iman Noshadi
Robert McKee

Present via Zoom
Don Collins
Matt Barth
Kambiz Vafai
Reza Abbaschian - Guest
Vassilis Tsotras
Victor Rodgers