

**BCOE Chairs and Center Directors' meeting
April 12, 2010**

In attendance:

Reza Abbaschian
Alex Balandin
Matt Barth
Bir Bhanu
Laxmi Bhuyan
Mitch Boretz
Don Davidson
Robert Haddon
Roger Lake
Shankar Mahalingam
Linda Parker
Tom Payne
Victor Rodgers
Yushan Yan

Absent:

Pat Hartney
Walid Najjar
Ravishankar
Jerry Schultz

1. Welcome and Agenda Items

We send our best wishes to Jane and Jerry Schultz.

Agenda items were added for an AQMD event that could be good for undergraduate recruiting (Matt Barth), indirect cost return (Roger Lake), and the MSE Building (Robert Haddon).

Reza introduced the instructional workload policy.

2. Approval of Minutes

Minutes were approved unanimously as submitted.

3. Commencement

Commencement will be at 6 p.m. Monday, June 14. After the ceremony, the students and their families are invited to BCOE for department receptions. Reza asked each department to begin planning its reception, and he wants us to coordinate. Last time, people went to receptions for other departments because of the availability or attractiveness of food. Laxmi suggested food in

the EBU II 2nd floor courtyard and the individual receptions in 205, 206 (combined for EE, CE, and CS), 232, and 218. A-265 and first floor lobby are available, too. We could put the food centrally and drinks in the individual reception rooms.

Don Davidson has agreed to be the central person in charge for BCOE, and he is just getting up to speed.

Don said we might want to centralize the food and then have the departmental receptions on the first floor rather than scattered around the building. Shankar said a central approach would work because space was a problem for some of the departments. Shankar also said that ME got more people than anticipated because food ran out in other departments. Roger commented that his staff wanted to put CSE and EE together last time, and they would like to do that this time.

Yushan commented that professors should be encouraged to keep their regalia so they can take pictures at the receptions with the graduating students.

Reza said we will get estimates of the numbers of people expected, and we will figure out the space based on that.

4. MSE Building

Reza said we are giving occupancy plans for MSE to the campus. The building is shared by BCOE and CNAS, so some jockeying is taking place regarding who will go where. Reza will share the draft after it has gone through the committee.

Alex asked whether heavy users of the clean room will move to MSE. Reza said we will not give each person dedicated space in the clean room because of a lack of space. Researchers will get dedicated bays of research space in the building.

Bioengineering will move to the top floor of MSE until EBU III is built. Other faculty members have been identified to move, but the plans are tentative.

5. Undergraduate

Reza covered this topic in Ravi's absence. This weekend we had Space Science and Engineering Day, with 500 young people attending. The recruiting activities are attracting large crowds – so much so that we don't have large enough spaces to hold them. Even the tours were fully booked and had to turn people away. Reza commented that we have to be sure to do a good job when we bring the parents here.

Reza commended the staff and students for working at the weekend events.

Undergraduate enrollment target is still 600 freshmen this fall, and Reza said it looks like we will exceed that. Shankar asked about transfer students. Reza said transfers are relatively low, but we are trying to encourage that more. Reza estimated 80 transfers will come in, while the eventual target is around 30%.

6. Departmental Updates

Bioengineering

- Jerry Schultz will be on sabbatical next fall, and Victor will be acting chair of Bioengineering.
- Victor reported that two students won NSF Fellowship Honorable Mentions. Bioengineering has 7 grad students coming in so far, with the deadline still nearly a week away. These are all domestic so far. No offers to international students yet.

Mechanical Engineering

- Two NSF graduate fellowships this year, and one Honorable Mention. Graduate student Ehsan Tarkesh-Esfahani has been identified for the Lung-Wen Tsai fellowship. This student works with Sundar and Tom. ME is working on a designee for the Roberta Nichols scholarship.

MSE

- MSE is continuing to recruit for the graduate program.
- MSE is providing some funds for David Kisailus to buy equipment and materials for MSE instruction, although it is also relevant to other departments.
- Alex is working on the teaching plan, but he said it is difficult because some departments are not committing enough faculty time to cover the MSE courses. Reza said he will address that with Alex and the departments, and we will document it as necessary.

CSE

- Faculty recruitment is under way. Even though we are late, we have good candidates. Last interview will be May 10, so we hope to still be able to get good people at that time. People are getting offers from other places.
- On graduate recruiting, CSE is being conservative, allowing 40 offers and hoping for 20 acceptances. So far 17 have declined out of 40, and five or six have accepted. The quality of the students is very good.

On-line master's

Tom Payne: He is drafting a reply to the Graduate Council and a proposal to the Committee on Courses. He commented that USC gives all of its master's courses both on-line and in person. A

student can take it either way; there is no distinction in the credits. (Tom pointed out that David Stewart of AGSM was in charge of the on-line master's program at USC.) Tom recommends that we propose to the Committee on Courses that we be allowed to do that with our graduate lecture courses – we would have the flexibility, but not the obligation to do this. It would save us from having to get each on-line course approved individually. The on-line version can be a recording of a live lecture, not a studio production. In discussion of this idea, concern was expressed about assuring that faculty members do come to campus to meet their teaching obligations. Shankar suggested that we make this an item for the faculty meeting.

CNSE

Robert said we are still having trouble with completing subcontracts. It takes a long time to get these through the Office of Research. The problem is getting our subs under contract.

EE

- We had the 2nd annual EE research symposium in conjunction with an IEEE event before spring break. Albert Wang spearheads this. Forty-four EE students participated: 24 grad, 20 undergrad. Prizes were given out. Three outside speakers came.
- Roger said graduate enrollment appears to be on track to meet the target.

CRIS:

- Bir said we got a \$400k contract from Federal Signal for three years. The goal is to recognize vehicles on the road with 100% confidence.
- We are converting EBU II Room 216 into a lab for IGERT, mainly microscopes. Renovations are planned, including a linoleum floor and a sink. The lab will be ready in the fall. We will pursue a very high resolution microscopy system (\$500k to \$1M); we are getting information from Nikon. Resolution should be 20-30 nm. The purpose is to look at living cells. Reza asked Bir to speak with Robert Haddon about the capabilities. Linda asked whether companies in this region would be interested in sharing the cost if they could use it, too. Bir said that is a possibility.
- IGERT has recruited six students, and four or five “IGERT associates” will also be involved (not paid because they are foreign or other reasons). Seven courses have been submitted for approval; Committee on Courses had minor changes, and we hope to have them all approved this quarter.
- IGERT also requires video conferencing equipment, which will cost \$8,500. The campus had committed to provide this. We are using Loma Linda for some medical imaging capabilities, and the students are loving it.

CE-CERT

- The Board of Advisors begins at noon April 13, and everyone is welcome to attend. Wednesday, there will be ribbon-cutting for the new dynamometer lab and the library.
- The sustainability conference is Thursday at Extension, and Bart Croes from CARB will be a BCOE Distinguished Lecturer there.

- A handful of UCR students participated in the UC Transportation Center conference, and one got a second-place prize there.

CEE

- Faculty search is under way, including candidates “shared” with Bioengineering. Interviews end April 27.
- CEE has 23 graduate SIRs already, mostly domestic. The students are high-quality and come from good institutions.
- CEE students won a water quality award in New Mexico. Yushan pointed out Kawai Tam’s great contribution on this.

7. Other Matters

Reza met with the Student Leadership Council. They appreciate the efforts and support that BCOE provides. Kawai Tam in particular was mentioned. They said many faculty advisors spend a lot of time with the organizations, but a few do not do enough. They also pointed out that some TAs are teaching courses that they have not taken. They also requested more working relations and dialogue between graduates and undergraduates.

AQMD high school event (Matt Barth). The South Coast Air Quality Management District has arranged for a high school symposium in downtown Los Angeles. CE-CERT is invited to be an exhibitor there. Matt says CE-CERT should participate and asked whether BCOE wants to set up a booth for a larger presence. Don said he will work with CE-CERT on this. It is an undergraduate recruiting opportunity for us.

Indirect cost return (Roger Lake). Roger pointed out that research activity has doubled in 10 years, but staff and other resources are not growing. Reza said 6% of overhead goes to UCOP, and 94% goes to the campus. Out of that, half disappears in 19900 for faculty merits and promotions. The remaining 47% is discretionary funding for the campus. The current formula for that 47 cents on the dollar is 10% to chancellor, 20% to Office of Research, 70% to the College. This is about \$1.4M to BCOE. But now the campus turned around and said it will not provide start-up funds (which had been \$175k per new faculty position). The state has also limited the amount of salary it contributes to new hires, so we must make up that difference.

MSE Building and NIST (Robert Haddon): The MSE Building will be a shell. We need a lot of money to make that building functional, particularly the clean room. The NIST program provides construction money. Last year’s NIST proposal was unsuccessful. Based on our conversation with one of last year’s winners (University of Nebraska), it is clear that a large match is essential. Last time, we counted millions of dollars in construction expenditures as match, but those funds are spent now, so we can’t rely on that. Charles Louis has proposed that BCOE, CNAS, and Academic Planning each contribute \$2.3M. Reza said he would discuss it with Dean Baldwin and Robert.

Course relief for grad students (Reza): EE has officially implemented one course relief for six grad students. CEE has done it informally. Other departments have not implemented it. In ME, if you are supporting six grad students on grants, you get relief the next year. In CSE, one professor qualified, but the professor had to teach anyway because of other faculty departures. Reza distributed the workload policy and asked chairs to consider for next time whether anything needs to be changed.