PENDING APPROVAL

THE HENRY SAMUELI SCHOOL OF ENGINEERING
FACULTY MEETING

MCDONNELL DOUGLAS ENGINEERING AUDITORIUM
JUNE 15, 2004  11:30 AM – 1:00 PM


Also Present: Thomas Cahoon, Robert Cassidy, Beth Harnick-Shapiro, Stacia Herold, Janice Holstein, David Iyall, Robin Jeffers, Gloria Pai, John Romine

11:00 AM    Reception in MDEA Lobby

11:30 AM    Call to Order/Announcements

The Executive Committee will be forwarding a memo to the Dean to request that a new faculty committee be established and charged with looking at strategies for distinguishing the HSSoE from engineering programs at other universities.

11:35 AM    Minutes from January 22, 2004 Approved

11:40 AM    Dean’s Report

- School is doing well despite the current budget crisis and it is anticipated that we will continue to do well next year also.
- The number of freshman enrolled for 2004-05 are approximately the same as last year. We may need to scale back the number of freshman we admit in order to improve the faculty/student ratio in our undergraduate programs.
- Numbers for graduate enrollments have increased from 622 in fall 2003 to a projected 700+ for fall 2004. The goal is to have 1000 graduate students enrolled in HSSoE by 2007-08.
- Comparisons for degrees awarded: ~400 BS & ~188 MS and ~36 PhD in 2003-04 up from 308 BS, 99 MS, and 30 PhD in 2002-03.
- Thanks to Scott Jordan and John Romine who have developed a new computer data system called GATS which has streamlined the admissions process and enables departments to send out admissions and financial aid offers earlier. This makes the HSSoE more competitive with other top universities during the graduate admissions recruitment cycle.
- The 2004 Commencement Ceremony will be held on June 19th at 6:30 PM. Engineering will have its own commencement this year. Dr. William J. Link, Managing Director of Versant Ventures, has been invited to be the 2004 Commencement Speaker.
- $17 million has been awarded for research this year, not including some pending grants and Spring and Summer awards.
- There were a high number of candidates for faculty positions this past academic year. Recently appointed faculty are Dr. Tibor Juhasz, who will be a professor in BME and COM, and Dr. Regina Ragan, who will be an Assistant Professor in ChEMS.
- Experience has shown that the second year of the two year recruiting cycle is typically when recruitments are completed and HSSoE plans to hire 10+ faculty this year. Our recruitment committees need to be more proactive in seeking outstanding candidates and encouraging them to apply, rather than relying solely on the applicant pool that has responded to the journal ads.
During the 2004-05 AY Deans will be invited to make presentations to the campus Academic Planning Committee so we need to start planning and discussing how many positions the school should request and in what areas.

Engineering lecturer John Stupar recently reported himself as holding a doctorate degree. It has been discovered that this is a degree from a “diploma mill” and is not recognized by HSSoE or UCI. This has resulted in some negative publicity for UCI. He has been removed from teaching ethics and we are discussing with the campus administration what steps can be taken next.

Research centers add to our excellence and increase our visibility. The INRF & NFRCRC have done very well. We should strive to increase the size of our existing research centers and increase the number of research centers in the school.

HSSoE was ranked in the top 50 graduate schools this year. Very optimistic we will be able to rise in the rankings and move into the top 30 in upcoming years.

The Research Symposium on 5/17/04 was a huge success. Lots of substance and publicity showing school in a leadership position. Over 212 people participated and many letters praising the event and the school were received.

The 2003-04 HSSoE New Majors Committee has suggested the creation of new majors in Nanoengineering and in Systems in Bioengineering. The newly created Engineering 195 course offered for the first time spring quarter was very successful. Discussions about developing a new curriculum for undergraduates combining courses in ethics, engineering economics, and writing which could be used to satisfy the breadth requirement are currently taking place.

Q&A

Q: Will administration continue to give school money for faculty positions in future?
A: Yes, but the budget for set-up funds is limited. We are currently working with EVC Gottfredson for additional funds. Outstanding faculty have been hired recently but many recruitments have required large set-up packages. We have had a good response from the community to contribute to our school in meaningful ways. HSSoE is leading the campus in fundraising currently. There is no category in which we are not leading the campus in at the current time.

11:50 AM Standing Committee Reports

Undergraduate Studies Committee – Farghali Mohamed

- Honors Committee- Chaired by Professor Atluri and will continue until the HSSoE Honors Program is approved by campus.
- MSE Minor- Approved and will be implemented in Fall Quarter 2004.
- Normal Progress GPA Policy- Proposal to use cumulative 2.0 GPA in Physical Sciences courses as trigger for probation. Approved 10-0-1
- Minimum Grade Pre-requisite- MAE has already approved a minimum grade requirement to move on to junior-year classes. Will now go to CEP. Should HSSoE adopt similar policy?
- Course Outcome Surveys- Last year 30% participation, this year 45% participation. Two days left to reach goal of 50% participation.
- Comparison in Application and Enrollment between 2003 & 2004- Joint Program between EECS and CS have changed numbers somewhat. Meeting target of 570 enrollments. Quality is increasing. Continuing with size accordingly.
- Thanks to UGSC Members this year!

Graduate Studies Committee – Stephen Ritchie

- Total graduate applications are even with last year. Admissions numbers have increased by 14%.
- SIRs have increased by 45% from 183 in Fall 2003 to 265 in Fall 2004.
- Increase in Fees/Tuition- California Resident $8,565.50, Non-Resident $23,504.50/$14,694, Non-Resident Advanced to Candidacy $12,484/$3673.50
Discussed solutions to reduce fees/tuition: 1) Allowing non-resident students to become residents after first year 2) Moving up Qualifying Exam

Question- Are incoming EECS students self-funded? Yes, they must show proof of funds before entering graduate program.

Current concern is that it is less costly to hire a post-doc than a non-resident graduate student yet the focus on campus is to increase the number of students in graduate programs.

Professor Ritchie elected as Chair of Graduate Council 2004-2005

Research & Travel Committee – Maria Feng

- $32,988 has been allocated this year.
- 37 proposals had been accepted and funds were distributed.
- Additional proposals must be completed by the end of this week.

12:15 PM Old Business

Honors Program Update – William Sirignano for Satya Atluri

- Requested 2 Junior year courses from each major to be designated with honors section. Four departments (7 majors) obtained. EECS has decided on courses but not yet submitted forms.
- New courses are open to students in all majors. 1/3 course action forms & syllabi developed.
- John LaRue and Bob Cassidy will identify alternate routes with classes to obtain BS degrees with departments. Should be finished in next month, CEP in September.
- These classes will most likely make Fall 2005 catalog but can be implemented before then.
- Question- Once in catalog, we will need to offer these classes. Can we leave them out? Do we have the resources? The Dean is optimistic that the school will find the funds needed and that some donors will step forward to support this program. The committee has done an excellent job developing the program and the campus is supportive. We should not be held back by budget challenges.

Faculty Recognition Committee – Dean Alexopoulos for James Earthman

- Recognition wall/monument at front of Engineering Gateway to acknowledge influential people & contributors to HSSoE, scientists from past, present & future.
- There might be a fundraising event for this wall/monument and other faculty recognition activities.
- Discussions regarding some sort of recognition for patents and creative work- possibly part of merit increases and promotions.

12:25 PM New Business

Proposed Resolution

“Recent allegations regarding the professional conduct of a HSSoE lecturer are damaging to the reputation of our School and raise troubling educational and professional questions. Given the responsibility of the Faculty in providing education in professional ethics and communications, aspects of these allegations raise concerns regarding this training. Therefore, in the spirit of shared governance, we resolve that, in response to recent allegations, a faculty committee of HSSoE formed by the HSSoE Faculty Chair should review and examine these courses and the suitability of the lecturer, on behalf of the HSSoE Faculty. This committee may interview appropriate individuals and examine relevant records and procedures, in order to evaluate the need for corrective actions. It should report to the Faculty via the HSSoE Undergraduate Committee while, on the most confidential personnel matters, it might choose to advise the Dean directly.”

- Motivated by media allegations.
- School response - student forums to assess student reaction and sentiment & implemented modified academic personnel review procedures.
- Campus response - nothing actionable identified at current time.
- Executive Committee response - a memo to the Dean recommending that the UGSC provide School-wide lecturer review for hiring, reappointments, change in status, etc.
- Resolution has been proposed by Faryar Jabbari & William Sirignano. Lecturer in question was invited to attend this meeting but is not present.
- Lecturer originally hired by Graduate School of Management and then into HSSoE as a lecturer in the early 1990’s. A lecturer position does not require a PhD.
- Lecturer informed academic personnel that he had received PhD from University of Devonshire and asked for this to be added to his file and noted in catalog, etc.
- Resolution is proposed in the interest of shared governance. Majority of faculty would like to see more action taken regarding this issue.
- Motion proposed and approved for resolution to be open to discussion.

**Motion:** "Recent allegations regarding the professional conduct of a HSSoE lecturer are damaging to the reputation of our School and raise troubling educational and professional questions. Given the responsibility of the Faculty in providing education in professional ethics and communications, aspects of these allegations raise concerns regarding this training. Therefore, in the spirit of shared governance, we resolve that, in response to these recent allegations, a faculty committee of HSSoE formed by the HSSoE Faculty Chair should review and examine these courses and the suitability of the lecturer, on behalf of the HSSoE Faculty. This committee may interview appropriate individuals and examine relevant records and procedures, in order to evaluate the need for corrective actions. It should report to the Faculty via the HSSoE Undergraduate Committee while, on the most confidential personnel matters, it might choose to advise the Dean directly."

- Question- How has this issue been dealt with in the Dean’s Office? Had not come to the Dean’s attention until it was publicized. Discussed the issue with the appropriate people in Campus Administration and was advised that no action was best response at current time. Lecturer advised to remove “Ph.D.” from business cards, web, catalog, etc. Lecturer will not be assigned to teach ethics courses.
- Academic Personnel Manual Broad Statements on Integrity have been clearly violated.
- Though lecturers are not included in the Faculty Code of Conduct, Faculty Chair will approach Privilege & Tenure and request they review and address the issue.

- Motion to table proposal. Approved 20-1-6.

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- Motion to submit concerns of Faculty via HSSoE Faculty Chair to Privilege & Tenure for review. Approved unanimously.

**Motion:** "The 2003-04 Executive Committee moves to amend the Bylaws of the Faculty of The Henry Samueli School of Engineering as follows:

Section 1: General Provisions
(B) Officers

(1) The Chair and Secretary of the Faculty shall be elected annually from the voting members of the Faculty. Elections shall be held before the end of the seventh week of the Spring Quarter and terms of office shall begin on September 1. Election of the
Chair and Secretary of the Engineering Faculty will be as follows: The Executive Committee nominates for each position one or more members of the Faculty who are not in administrative positions which involve them in faculty personnel matters. The Faculty may make additional nominations. Nominations are due during the fourth week of the spring quarter one week before the election. At least four signatures are required for nomination. An election electronically or by mail ballot will be held, with results to be determined by plurality vote. Ballots are to be mailed during the fifth week and counted during the seventh week of the spring quarter. The terms of office of the Chair and Secretary will be one year. The Chair may not serve more than two consecutive terms.

(C) Meetings

(5) Quorum A quorum shall consist of at least 20 percent, but not less than 10, of the voting members of the Faculty."

**Rationale:** The change in the term of the officers to begin and end just before the start of the Fall term provides some continuity through the summer and also aligns the HSSoE officer term with those of the UCI Academic Senate committees in general. The changes to the dates and voting procedure reflect the later begin date of the term. The change to the quorum rule is only in recognition of the fact that the HSSoE is unlikely to shrink back in size to where 20% would be less than 10 members.

- By-laws change approved by Executive Committee, unanimous approval from faculty.
- To be discussed next year- 1) Appointment change of Secretary to Vice Chair 2) Amendment that allows Vice Chair/Secretary to become Chair during following year.

12:50 PM Adjourn