

**Engineering College Faculty Meeting
Michigan State University
Minutes of Thursday, March 20, 2008**

FINAL

- 1. Approve Minutes from March 15, 2007 Meeting:** Not available, approval deferred.
Approve Minutes from October 18, 2008 Meeting: Approved without changes.
- 2. Introduction of New Faculty and Staff:** New faculty and staff were introduced.
- 3. Update on College Activities – Dean Udpa**
 - Steps to provide a premium student experience were outlined.
 - Residential program is moving to Wilson Hall.
 - Undergraduate support programs are being streamlined.
 - The Applied Engineering Program is being examined to determine how it can be modernized.
 - Research
 - Candidates for the Director of the Institute of Engineering and Health will soon be visiting campus.
 - MSU Technologies provided a talk for University Administrators that included the following.
 - Plans are being developed to connect faculty to non-academic opportunities.
 - Patents will only be pursued if there is good commercial potential. If the University decides a disclosure does not have a high probability of being commercialized, the rights are returned to individual faculty members.
 - Candidates have been short listed for the Associate Dean of Engineering Research and Graduate Studies position. Open forums for faculty participation will be scheduled (presented by Martin Hawley).
 - College of Engineering Construction Projects
 - A connector with offices will be built between the Energy and Automotive Research Laboratories and Engineering Research Center.
 - Faculty associated with the Great Lakes Engineering Program will be moving to the MBI building to enable the consolidation of all biofuels activities.
 - A new entrance to the Engineering building's west side will be built that includes handicapped parking.
 - Faculty searches are ongoing in all Departments.
 - Other Issues
 - To develop more MSU relations along the west coast of Michigan, conversations are ongoing with Spectrum Health, Grand Valley State University, and alumni.
 - A College of Engineering 5-10 year strategic plan is currently being developed, led by the ECAC. A College committee with representatives from each Department will be formed.
 - The importance of increasing development efforts was emphasized because of dwindling State support.
 - The importance of communicating to the public that endowments are not available for operations and the need to explain the day-to-day tasks of faculty members was mentioned by a faculty member.

4. Report from Associate Dean for Research and Graduate Studies – Dr. Rosenberg: Dr. Rosenberg was not available but Dr. Kempel will discuss research and graduate issues during his report.

5. Report from Associate Dean for Undergraduate Studies – Dr. Wolff

- Functions and staff in the undergraduate office were described.
- The search for the Director of Diversity continues. Seminars and Q&A sessions will be scheduled for the faculty.
- Assistant Dean Les Leone is retiring. His many accomplishments throughout his career were described.
- Les Leone's position will be divided into two positions; Advising Director and Director of Applied Engineering Sciences. The Advising Director's responsibilities will expand to include scholarship in undergraduate education.
- The Computer Engineering Program in Dubai is starting in fall of 2009.
- New initiatives are underway by the Center for Spartan Engineering and include the following.
 - K-12 outreach activities.
 - Recruiting from the east coast of Michigan.
 - Recruiting from China.
 - Continuation of the Lego Robot program.
- The protocol to handle a distressed student was reviewed. Specifically, Dr. Wolff and/or the Counseling Center should be called immediately, not emailed, and efforts to help the student should continue until the situation is resolved or the student is in the hands of a competent professional.

6. Report from Associate Dean for Special Initiatives – Dr. Kempel

- Graduate Program Activities.
 - Expenditures for funded research and grant awards continue to increase.
 - The number of proposals submitted and the granting agencies were reviewed.
 - Ph.D. enrollment continues to increase and the current Ph.D./FTE of 0.5 is competitive with peer institutions.
- Approaching funding opportunities were listed including the Energy Frontier and Technology Innovation programs.
- An emphasis on Engineering Education Research is occurring with \$3 million in external funding already secured.
- To highlight MSU accomplishments and infrastructure, a marketing strategy has been implemented and publications are being produced.
- Statistics for the last development campaign were reviewed.
- DECS is creating a research group web site to enhance internet resources for groups of faculty.

7. Announcements

- Rick Lyles discussed the status of the Teaching Effectiveness Task Force. This task force was formed jointly between the ECAC and EUSC to provide recommendations on techniques to improve and evaluate teaching. Recommendations will be sent to the Dean, ECAC, and EUSC for review and, thereafter the College Rating Committee. There will be a brown bag luncheon to discuss further in early fall, 2008.

- Associate Dean Wolff discussed the status of the Residential Program.
 - The engineering residential hall will be changed from Bailey to Wilson effective fall of 2009.
 - EGR100 was piloted during fall 2007 and spring 2008 semesters and will be required for all incoming first year engineering students effective fall of 2008.
 - EGR102 was piloted during the spring of 2008 semester and will be piloted again during the fall of 2008 semester. Effective spring 2009, all incoming first year engineering students be required to complete this course.
 - Two rooms in Wilson Hall will be ready in fall 2008 to support EGR101 and EGR102. One is a computer lab and the other is for the assembly of projects.
 - Future renovations in Wilson Hall will allow for offices and additional activities.
- The University Committee on Academic Policy clarified the allowable role of undergraduate graders in response to questions on acceptable responsibilities. Specifically, such graders can score assignments and tests but cannot issue letters and final scores.

8. General Discussion

- The Dean asked to be notified if any University researchers need space in the former Pfizer research building that is now part of the University. He noted that the State is maintaining the building for the next 5 years.
- The need for a unified strategy and partners for DOE Center proposals was emphasized.

Respectfully Submitted:
Steve Safferman