Unit Executives Committee
Meeting Minutes
January 19, 2017

Attendees: Anthony Atchley, Kultegin Aydin, Sven Bilen, Peter Butler, Chita Daz, Cheng Dong, Amr Elnashai, Pat Fox, Paul Heinemann, Tom LaPorta, George Lesieutre, Philip Morris, Kevin Parfitt, Chris Rahn, Phillip Savage, Janis Terpenny, Karen Thole, Judith Todd

Guests: Christina Randal, Jennifer Wu

<table>
<thead>
<tr>
<th>Dean's Update</th>
<th>Lead: Amr</th>
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<tr>
<td>Summary of Discussions</td>
<td>Development Update</td>
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<td>o $152M YTD</td>
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<td>o $7.5M YTD</td>
<td>o $28M Campaign Progress</td>
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<td>o $30M FY 2017 CoE Goal</td>
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With regard to staffing, there are two MGO openings—one position has been filled and will begin effective February 15. Central Development approved the hiring of three additional MGO’s at the assistant or associate level and will be advertised shortly. Interviews are currently underway for the Manager of Alumni Relations. Sonia Felker has replaced Trish Long as administrative coordinator, who retired effective January 18. An inquiry was made regarding corporate donors. Amr noted that Priya Baboo was hired as the Director of Industry, Innovation and Development and is tasked with increasing industry support for research.

Post-VRP Rehiring Plan
Amr advised that he met with the Provost to finalize the College’s faculty rehiring plan as a result of the Voluntary Retirement Program (VRP). The VRP resulted in a $2.045 million loss to our permanent budget from 9 faculty retirements. (This figure represents faculty losses only. We received approval to replace all the staff who took the VRP.) We submitted an emergency request for 6 lines to be returned because searches had already been approved assuming that certain faculty would retire and that their salaries would be available to cover the new hires. We received approval for 4 of the 6. The 4 lines are for CSE, EE, ESM, and IME. We later submitted a plan requesting a total of $2.06 million to be returned to the College for 16 new hires (including the emergency replacements). The Provost approved 10 total including the 4 previously approved. The 6 additional approvals are for one each in ChemE, CEE, EE, CSE, Nuclear Engineering, and SEDTAPP. The SEDTAPP line is fixed-term. These are approved for hiring now and the salary will be made available for Fall 2017. If we do not hire this year, we do not get the money. Amr is urging department heads to fill the lines immediately if possible.

Global Engineering
Amr provided an update on the Office of Global Engineering. It has been transformed under Patrick Tunno to a visionary, active office that is focused on accomplishments. We now have three finalized deals of 3+2 (senior + MS years at Penn State) and there are students interested in joining us in fall 2017. The next challenge is to explore what revenue-sharing model we can get from Penn State with regard to the first of the two +2 years since these students are not quite undergraduate students, and we should receive part of their tuition (similar to other colleges in the US who are operating 3+2 programs).
Dean’s Projects
Amr advised that he wants to complete the projects that are most important for the heads and associate deans prior to his departure. The following is his existing list:

- Post-VRP Rehiring Plan
- Career Progression Models for NTT Faculty
- Reorganization/streamlining of Machine Shops
- Harmonization of Faculty Annual Review Forms and Processes
- Harmonization of Nomination Process for Chairs and Professorships
- Publication of the CoE Annual Report
- Academic Advisory Board for the College – draft guidelines, without selection of the board
- Addressing Current Challenges in Engineering Development
- Workshops for Research Thrusts
- Addressing Entrance-To-Major and Enrollment Challenges
- Implementation of Measures to Improve Climate
- Another attempt at Funding/Launching the Project-based Learning Stream
- Confirmation of the New Student Collaboratory
- Consolidation of New Corporate Research/Innovation Office and Activity
- Attempting to Document MS/MEng Revenue Sharing Model
- Completion of Process of Realignment of our MS and MEng Programs with Grad School
- Appraisal and Adjustment as Needed of Effectiveness of the Implementation Mechanism of our Strategy
- Drafting of Annual Review of Units (combined personnel, finance, education and research)
- Review and Updating of Communications and Inclusion Strategies and their Implementation
- Issues that will arise between now and then

Recommendations: Department heads are to provide their top selections to Lynn by January 30.

Senior Associate Dean’s Update

Summary of Discussions

Number of P&T Reviews
Anthony indicated that due to the growth in the number of faculty hires over the past few years, the number of P&T reviews has also increased. The following is a breakdown of the number of cases being reviewed this year:

- 16 2nd & 3rd year
- 15 4th & 5th year
- 7 6th year and immediate tenure
- 9 Promotion
- 47 Total

Documentation Required to Make Faculty Offers
Anthony noted that faculty searches and hiring should be conducted in accordance with the guidelines provided to department heads. Hiring requests and startup packages must be sent to the College for approval before offers are extended, verbal or written. The documentation should include the following:

- CV, teaching and research statements, and reference letters (at least three of which must be from faculty members, preferably full professors, at peer institutions) in a single pdf file
- Startup request spreadsheet
- List of equipment (costing $5000 or more) with prices.
- Price quotes for equipment on the list
- Details of ICS/ACI high performance computing needs, if applicable.
- Concise paragraph (~200 words, longer is not helpful) explaining the candidate’s background, research expertise and what new capabilities or lines of research the candidate will bring to Penn State

The generic startup financial model is that the College will cover 50% of the equipment items only, and the department will cover the rest. In cases where the College deems it feasible to submit a startup sharing request to the Provost, the amount provided from central funds will be shared between the College and departments, depending on the details of each case.
Yidan Prize for Educational Research and Development

Per Anthony’s January 17 email, the Provost is asking for two nominations, one in each category, from each College and Campus for the inaugural Yidan Foundation Prize for Educational Research and Development. The purpose of the Prize is to “recognize an individual or small group whose work transforms education in an innovative way that can be replicated and repeated around the world to improve education quality and provide better access to education for all.” The deadline to Old Main is February 6.

ASEE/US News Survey Update

Jennifer Wu, Director of Data Analysis and Assessment, provided an update on the recently submitted data for the ASEE and U.S. News: Best Grad Schools - Statistical Survey.

2016 Data
- Undergraduate Applications = 10,321  - Graduate Applications = 5,837
- Undergraduate Offers = 6,392  - Graduate Offers = 1,221
- Undergraduate Paid Accept = 1,703  - Graduate Paid Accept = 519
- Freshman = 2,157  - Awarded Bachelor’s = 1731
- Sophomore = 1,492  - Awarded Master’s = 343
- Junior = 1,910  - Awarded PhD = 155
- Senior = 2,507

Jennifer also confirmed with the U.S. News that the per faculty research expenditure is based on full-time TTN faculty. We have miss reported this number in the past—we used the number of all full-time faculty. This criterion accounts for 10% of the total score U.S. News uses for the ranking.

Recommendations:
- Yidan Prize - please send the name of your nominee(s) along with a 1) 500-word summary highlighting the key features of the nominees’ work, achievement and its outcomes/effectiveness, and 2) A list of the nominees’ 5 most relevant peer-review publications (hyperlinks or PDF files are welcome) to Bobbi Schaffer by COB, Tuesday, January 31.
- Data Update – Jennifer will attend a future meeting to provide greater detail on College data.

Research Lead: Chris, George

Summary of Discussions

Associate Dean for Innovation

Chris Rahn provided an update on the following items:

New Multi-Campus Seed Grant Program

- **Objective:** Create new UP/Commonwealth campus collaborations between faculty members with complementary technical expertise to conduct preliminary investigations that support future proposal submissions. Projects that leverage commonwealth campus connections to local industry are encouraged. Strengthening these connections and extending them to the UP campus will provide new opportunities for engagement and future industry funded research projects with multi-campus involvement.
- **Projects:** The College of Engineering and the office of the VP for Commonwealth Campuses have each allocated $50K for up to 10 projects. Each project must have at least one faculty member from the UP campus and one from a commonwealth campus.
- **Schedule:** RFP out 2/1, Proposals due 3/1, Selection by 4/1, Funding available 5/1.

2017 COE ENGineering for Innovation & ENtrepreneurship (ENGINE) Grants (Year 3)

5 grants in total were awarded/3 are COE faculty

- Yong Wang (BME)  
  Title: *Signal Amplification for In Situ Protein Analysis*

- Tim Simpson (MNE)  
  Title: *Quantifying the Benefits of Dissolvable Metal Supports for Additive Manufacturing*

- Hosam Fathy (MNE)  
  Title: *A Self-Balancing Photovoltaic Energy Storage System*
2 are Cross-College Collaborations

- **Ibrahim Ozbolat (ESM) and Dino Ravnic (CoM)**
  Title: *Development of the First 3D Bioprinted Pancreas-on-a-chip Model for Drug Screening*

- **Daniel Hayes (BME) and Dino Ravnic (CoM)**
  Title: *Bone Foam-Hybrid Composite Bone Augments and Grafts*

**2017 COE Multidisciplinary Seed Grants (Year 3)**

4 grants awarded

- **Nanyin Zhang (BME)/Industry partners at Alkermes, Inc.**
  Title: *Evaluating therapeutic effects of Selective Serotonin Reuptake Inhibitors (SSRIs) in animal model of stress related disorders using behavioral and imaging methods*

- **Karen Thole (MNE)/David Miller (EE)/Reid Berdanier-START Research Associate (MNE)/Industry Partner at Pratt & Whitney**
  Title: *Real-Time Data Synthesis to Detect Abnormal Turbine Operations*

- **Mehdi Kiani (EE)/Noel Giebink (EE)/Bruce Gluckman (ESM)**
  Title: *Towards Distributed Wireless Implants for Large-Scale Optogenetics*

- **Parisa Shokouhi (CEE)/Cliff Lissenden (ESM)**
  Title: *Engineering a giant meta-material: A band-stop seismic/blast filter to shield critical civil infrastructures (with complete references)*

**Associate Dean for Research**

George Lesieutre provided an update on Research Administration. The college submitted 750 proposals last year having a value of over $300 million. Faculty participation (based on the ePIAF) including proposals submitted via other units totaled 850 proposals for $450 million. SIMS budgeting will be available to faculty members soon, and will be rolled out this semester on a pilot basis. George will be visiting three more departments in the next month.

**Recommendations:** N/A

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**Fellowships / Scholarships**

- 20 University Graduate Fellowships (UGFs)
- 10 Graduate Excellence Fellowships (GEFs)
- 5 Bunton Waller
- No Defenderfer
- Graduate School Dean’s Distinguished Fellowship for Prospective Students (one nomination per program)

**Strategy**

- For UGFs, GEFs, and BW, if you would like to have the applications reviewed prior to the graduate recruiting event (and to notify students then) please submit nominations by Friday, January 27. If you would like to interview first and then notify later, please have nominations completed by February 24th. Strongly recommend that BWs are submitted early.
- There will be one GEF or UGF per graduate program (including BIOE). Remaining UGFs allocations will be decided by committee.
- BW will be topped up an additional $4K by the college (on top of graham top up)

**Update on Office for Continuing and Distance Education**

Peter noted that his office will be posting for a director and additional instructional designers. Call for proposals for new online programs will be issued.
**Graduate School Dean’s Distinguished Fellowship**

Peter advised that a new fellowship program was announced at the last ACGE meeting called The Graduate School Dean’s Distinguished Fellowship Program, and is aimed at increasing diversity in graduate education.

Recipients will receive a fellowship appointment (no work requirement) funded by the Graduate School during the first year of enrollment with a $30,000 stipend, tuition grant-in-aid, and student health insurance subsidy. Thereafter, the College/program will need to commit a minimum of half-time, grade 12 FA/SP assistantships for years 2-5. The Graduate School will provide supplemental funds in the form of scholarship support during the 4 additional years, equivalent to the difference between award recipient assistantship stipends and the initial stipend value of $30,000, which maintains the award value for the 5-year award period.

**Eligibility**

*Consideration shall be given to prospective students eligible for admission to a research doctorate (Ph.D.) program and demonstrating the highest academic caliber, who are U.S. citizens or permanent residents, and who will contribute to diversity in graduate education at the institution. This award is intended for entering (new to the University) Ph.D. students.*

**One nomination per graduate program.** The College deadline for submission was January 23 for primary consideration from The Graduate School. The Graduate School will begin reviewing nominations on February 6, and will continue to consider nominations for qualified students on a rolling basis until all available fellowship have been awarded, up to April 15.

A Box account will be set up for Graduate Program Staff to upload one complete PDF package, in the order of documents requested in the guidelines. An email will be sent once a Box folder has been set up. Guidelines and Fellowship nomination form are attached.

Recommendations: N/A