Unit Executives Committee
Meeting Minutes
May 18, 2017, 9:00 a.m.

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, Janis Terpenny, Karen Thole, Judith Todd

Absent: Sven Bilen, Peter Butler, Phillip Savage

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<th>Dean’s Update</th>
<th>Lead: Amr</th>
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<td><strong>Summary of Discussions</strong></td>
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<td><strong>Recent Trip to Lyon and Paris</strong></td>
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<td>Amr advised that Patrick Tunno and he visited Lyon and Paris from April 23-27 to expand the College’s Global Engineering Education initiatives with INSA Lyon, Ecole Centrale de Lyon, and start collaboration with Ecole des Ponts ParisTech. They also had dinner with several alumni while in both cities. The overall conclusions are: (1) all three schools are of extremely high technical quality and driven by a vision of integrated education and global outreach. The two Lyon schools have a mandatory requirement of spending a semester overseas as a condition of graduation, hence 100% of their students have a meaningful global experience; (2) there is a keen interest from all three to connect (or connect further, in the case of INSA Lyon and ECL) with Penn State Engineering; (3) our alumni are very keen on keeping in touch and supporting us. They are not (at this early stage in their careers) in a position to make financial contributions, but they are very willing to give their time and effort freely. For example, they were very excited to hear that nine PSU Engineering students are going to INSA this summer, and wanted to host them all until they find accommodation; and, (4) while they met with a limited number of research faculty, they seem to represent the general interest and excitement that exists there with regard to collaboration with Penn State Engineering. Based on the above, Amr asked Patrick Tunno to collect and consolidate a list of topics and contacts to share and ask that heads and associate deans identify Penn State Engineering faculty who may be interested in collaboration. The College is willing to make (limited) financial contributions to encourage collaboration with these top schools. We also want to host some of their students. Top French students have amazing math and science backgrounds and are very keen on spending time (semester or less) in the USA, and particularly Penn State.</td>
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<td>After several discussions between Eric Barron, Nick Jones, Ford Stryker, and Amr, many changes have been recommended to expedite Engineering’s infrastructure schedule. As a result, Ford was charged with coming up with new scenarios that would shorten the timeframe of replacing significant parts of the CoE infrastructure. Four options were outlined. Three deal with renovations and new construction where Hammond and Sackett currently reside. The most appealing option revisits West Campus which would be completed in five years. As a result of this expedited timeline, the Collaboratory Programming Committee has been put on hold. Depending on the option that the University decides to pursue, there will be a different kind of Programming Committee commissioned. If we abandon the current programming and instead adopt an accelerated construction program for Engineering, the Collaboratory may or may not be a stand-alone building. We will be able to program two buildings that will accommodate more than just teaching laboratories. The situation is still unclear and discussions are ongoing, but the outcome is actually better than the Collaboratory scenario.</td>
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<td><strong>Recent Trip to Lyon and Paris</strong>: Department Heads are asked to provide contact information to Patrick Tunno on those faculty that could help spearhead global engagement with the topics provided in the excel spreadsheet. Amr also asked the heads to keep Patrick Tunno and Erin Tench updated on their international travel to assist in connecting with alumni.</td>
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**Senior Associate Dean’s Update**

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**Summary of Discussions**

**Financial Officer Search**
The College is currently undergoing a search for Financial Officer. There are three candidates who will be interviewed between May 18 - 26.

**Publishing Events Calendar for a Coordinated Industry Presence**
Anthony indicated that the College plans to pilot an events calendar for on-campus industry presence effective fall 2017. The rationale is that every department hosts several events each semester that requests industry presence. Also, the same companies are sometimes invited to different events by different departments. By knowing what events are happening across the college in advance, departments will be able to better plan for these visits. Also by coordinating, our invitations may have higher acceptance rates.

**Recommendations on Fixed Term Faculty Titles**
Anthony advised that the implementation of the College’s June 2015 guidelines for fixed-term faculty titles and career progression paths has been on hold pending the outcome of a review of HR-21 Definition of Academic Ranks by the Faculty Senate. The Senate acted and on April 4, 2017, President Barron concurred with their recommendations and tasked Susan Basso (Vice President for Human Resources) to implement the recommendations. The College’s *ad hoc* Committee on Fixed-Term Faculty Career Management has reviewed the Senate Report and offers the following recommendations to the College:

1. The College should assist fixed-term faculty who wish to move quickly to a new title for which they clearly qualify (e.g., an Instructor with a recent PhD and two years PSU teaching experience could move immediately to Assistant Teaching Professor). Of course, this initial title change would not necessarily mean a salary increase or alter the time needed to be promoted to the next level (e.g., the Instructor above could seek promotion in three years).

2. The revised HR-21 has no Professor of Practice track though the Professor of Practice title remains available. The College could consider using the Clinical Professor track in lieu of a practice track. Clinical Professor titles are used in other engineering colleges (e.g., Northwestern, Ohio State). It would be important to ensure that the Clinical track is available to CoE faculty as the new HR-21 is implemented.

3. The College should use the title “Lecturer” rather than “Instructor.” Doing so provides better consistency with titles used in other engineering colleges.

4. The College should fund promotion salary increases for fixed-term faculty, as indicated in the revised HR-21.

5. Part time fixed-term faculty should be afforded the same opportunities as full-time faculty in HR-21.

Anthony noted that the titles in the revised HR-21 are the only titles that are available under the policy. Therefore, we will need to work with our fixed-term faculty members to transition to the new titles. The policy applies to full-time appointments. The College can decide what titles to use for part-time fixed-term faculty. We will develop a plan for the transition and guidelines for establishing a College Fixed Term Faculty Promotion and Tenure Committee. A town hall for fixed-term faculty will take place in the fall.

**Recommendations**

**Publishing Events Calendar for a Coordinated Industry Presence:** Please send the point of contact for your department for this pilot to Priya Baboo (pzb104@engr.psu.edu).

**Recommendations on Fixed Term Faculty Titles:** Anthony will send a message to the College to provide an update and timeline. The deans are seeking the opinions of the members of the UEC on these recommendations and on how to implement the new HR-21 within the College. Please provide your comments by Friday, June 9.
## Summary of Discussion

**Campaign Initiatives for Graduate Student Support**

George advised that Jean Younken, Dean of the Graduate School, described some proposed campaign initiatives related to graduate student support at a recent URC meeting. There are opportunities for the COE to participate.

A starting point for the discussion was the observation that many of our (undergraduate) alums do not naturally consider endowing graduate fellowship support for its own sake. An idea is to recast this as part of packages of support for research on societal issue(s) that alums might be passionate about. Some may fit under broad campaign themes, such as “Impact the World” and fit within the University or College Strategic Plans (e.g., Enhancing Health; Stewarding Resources, Food-water-energy, etc.).

1. Penn State could identify strategic areas related to societal issues around which to pursue “clusters” of faculty chairs and linked graduate fellowships. Development is creating new positions, including a major gifts office for International Development that could pursue such clusters. The Graduate School and the VPR’s office encourage the development of white papers proposing concepts for such clusters. Ideally, these white papers would first be socialized among potential partners (other colleges and institutes as appropriate) and would link strategic and development plans. (Please route white papers via George.)

2. Huck has a major endowment that includes support for grad education directly (e.g., graduate fellowships). Also, ECOS has raised funds for 26 Distinguished Graduate Fellowships (DGF) at $400K/pop that are linked with UGFs (one semester of a college's UGF allocation is matched in perpetuity with the income from a donor's $400K endowment, along with a tuition GIA from the college.

In Jean’s opinion, Engineering could capitalize on this DGF model. Each UGF has a $30K annual stipend, a SHIP subsidy and a tuition GIA, so a DGF funded by a donor at $400K that is matched to a semester of UGF essentially doubles the number of committed Fellowships for the college. ECoS has all of their UGF semesters matched with DGFs, and was allocated a few additional UGFs because of this. The UGFs otherwise allocated to each college are not guaranteed in perpetuity -- they can be reallocated in any year (e.g., this year the Graduate School increased the number to Engineering and to ECoS and pulled some back from other colleges) but a DGF will guarantee that the matching UGF stays in the college in perpetuity.

3. There is probably university match available for fund-raising on high-level topics such as Invent Penn State.

**Recommendations**

Please route white papers via George.