Notes from Chairs/Directors 10/23/12 Meeting

Present: Belch, Varaiya, Krentler, Salehizadeh, Plice, Whittenburg, Singh, Probett, Shore, Perez, Kawachi, Cunningham

Guests: Finch, Whitney

The committee convened at 9:30AM in the DCR to discuss five items on the agenda: allocation of office space; workshop on using the research repository; ALI (crashing and usage of funds); resource available for the Zahn Center; and assigned time for University service. The committee discussed the possible usage of SS 3300 and decided that it should be reallocated from the Dean's Office to the Management Department (for the anticipated new faculty).

Matthew Whitney then conducted a workshop on how to use the new research database. The goal is to completely move away from the annual Schedule B. This means that the information in the database would be current at any point in time. However, the committee suggested that in the transition period an annual reminder should be distributed to the faculty. The chairs also requested (and will schedule) such a workshop at the department level.

The committee continues to discuss the best way to capitalize on the ALI demand. Plice discussed a possibility of addressing the crashing system directly with ALI. The conversation with ALI centered around finding a way for CBA instructors to easily allocate available seats for ALI students without having to deal with crowds of crashers or to initiate multiple rounds of email invitations. Part of the solution will require CBA instructors to make known their intentions for accepting ALI students before the semester begins, so that the ALI students would be able to focus their interest on sections where they have a chance of being admitted. The other part of the solution involves requiring ALI students to place "bids" for classes rather than merely "wish" for classes, with the critical difference being that a bid, once
accepted, will be binding on the student. Under this plan, the ALI administrators would keep track of which students have bid for which section. When an instructor is ready to accept some ALI students, all that would be necessary is to indicate to the ALI administration how many students can be accommodated. The names and red-ID numbers of that many students would then be returned to the instructor. The students would be bound to actually enroll in the class they bid for or else forfeit any possibility of being matched with any other class.

Dean Cunningham distributed a spreadsheet with the proceeds from the ALI program. The committee will continue to discuss the best way to use the funds that are generated by the ALI program.

Dean Cunningham informed the committee of the continuing collaboration with the Zahn Center (hosted by the College of Engineering). Projects of particular concern involve: solar; prosthetics; materials management; waste management/water treatment; and mobile application. DeNoble will describe the responsibilities of the faculty member, and the chairs of each department will identify and select faculty members for this opportunity.

The final item (assigned time for university service) was previously discussed at the Executive Committee meeting. **At that meeting, the committee voted to not provide assigned time (3-units) to serve as the college representative on the university RTP committee.** Subsequent research identified that some colleges do provide release time and others do not do so. Dean Cunningham will take the issue back to the Executive Committee for final resolution.

The meeting adjourned at 12:00 noon.

Gangaram